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Town of Arlington
Massachusetts

2004 Annual Report

Board of Selectmen

Diane M. Mahon, Chairman
John W. Hurd, Vice Chairman
Kathleen Kiely Dias
Kevin F. Greeley
Charles Lyons

Town Manager

Brian F. Sullivan

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The cover of the annual report is a reproduction of a painting of the Menotomy Indian and Town Hall Gardens provided courtesy of artist John S. Coles. Mr. Coles, an Arlington resident for 25 years, is a local artist who specializes in watercolors, murals and decorative painting, and is known for trompe l'oeil murals.

TABLE OF CONTENTS

EXECUTIVE SERVICES	5	CULTURAL AND HISTORICAL ACTIVITIES	58
Board of Selectmen		Arlington Cultural Council	
Town Manager		Arlington Preservation Fund	
2004 State of the Town		Arlington Historical Commission	
		Cyrus E. Dallin Art Museum	
CENTRAL MANAGEMENT SERVICES	17	COMMUNITY SAFETY	62
Personnel		Police	
Affirmative Action		Fire	
Legal		Support Services	
		Inspectional Services	
FINANCIAL MANAGEMENT SERVICES	19	COMMUNITY DEVELOPMENT	71
Finance Committee		Planning and Community Development and Redevelopment Board	
Board of Assessors		Zoning Board of Appeals	
Comptroller/ Telephone/ Data Processing		Arlington Housing Authority	
Assessment Data		Vision 2020	
Recapitulation of the Tax Rate		Open Space Committee	
Budgets		Arlington Bicycle Advisory Committee	
Revenues and Expenditures		Transportation Advisory Committee	
		Metropolitan Area Planning Commission	
HUMAN SERVICES	27	LEGISLATIVE	84
Administration		Town Moderator	
Whittemore - Robbins House		Town Meeting Members	
Arlington Youth Consultation Center		Town Meeting Reports	
Board of Youth Services			
Council on Aging		TOWN CLERK and ELECTIONS.....	95
Fair Housing		Town Clerk	
Affordable Housing Task Force		Registrars of Voters	
Arlington Human Rights Commission		Voting Results	
Commission on Disability			
Board of Health		AUDITED FINANCIAL STATEMENTS.....	110
Veterans' Services		TOWN DIRECTORY.....	155
Recreation Division		Town Officials and Committees	
Park and Recreation Commission			
		ARLINGTON REFERENCE GUIDE	160
EDUCATION AND LIBRARIES.....	39	ARLINGTON INFORMATION	161
Robbins Library and Board of Trustees			
Arlington Public Schools			
Minuteman Regional High School – School of Applied Arts and Sciences			
PUBLIC WORKS and ENVIRONMENTAL QUALITY.....	49		
Public Works			
Conservation Commission			

CREDITS / ACKNOWLEDGEMENTS

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EXECUTIVE SERVICES

BOARD OF SELECTMEN

The Arlington Board of Selectmen is pleased to submit to the residents of Arlington our annual report for 2004. The Arlington Board of Selectmen is composed of five elected individuals who are entrusted with the responsibility to set policy and oversee the management of the municipal functions of local government.

The current members of the Board of Selectmen are Diane M. Mahon, Chairman, John W. Hurd, Vice-Chairman, Kathleen Kiely Dias, Kevin F. Greeley and Charles Lyons.

New Town Manager

In January, Mr. Brian Sullivan, who had formally served as Town Manager in Winchester, took over the position of Arlington Town Manager. Mr. Sullivan brought with him 29 years of municipal management experience. As the Board began working, and throughout 2004, the Board greatly appreciated the professional expertise Mr. Sullivan has brought to Arlington.

Financial Overview

The Town continued to experience significant budget shortfalls in 2004. The Budget and Revenue Task Force, Chaired by Selectman Diane Mahon, brought managers, department heads, the School and Finance Committee, as well as and many citizens together to grapple with continuing financial insecurity. Every budget was examined in search of additional cost savings and every program was scrutinized in an effort to prioritize and discover additional sources of savings. In order to maintain the existing services, which had been severely reduced last year, the Town used its reserves in the Stabilization Fund and more than one-half of the free cash to ease the shortfall. This allowed the town to add back some of the services to the school budget. Additionally, sufficient reserves in the Health Insurance Trust Fund, coupled with an increased contribution from the employees, allowed the Town to reduce the health insurance appropriation by one month. However, there still remains a \$2 million structural deficit which will have to be dealt with in future years.

Primarily because of increases in employee health insurance and out-of-district special education costs, and a \$3 million loss in State aid over the past several years, the Board began considering placing a Proposition 2 ½ override to the voters in 2005. By the end of 2004, it was very apparent that without an override, predicted budget deficits would force drastic cuts in both Town and School services.



Board of Selectmen

*Standing (l to r) Charles Lyons and Kevin F. Greeley.
Seated (l to r) John W. Hurd, Vice Chairman; Diane Mahon,
Chairman; and Kathleen Kiely Dias*

Symmes Development

In 2004, with votes of Town Meeting, the Town of Arlington made significant steps forward in the redevelopment of the former Symmes Hospital property. Continuing to adhere as closely as possible to guidelines set by the Board of Selectmen prior to the debt exclusion campaign which allowed Arlington to purchase the property, the Arlington Redevelopment Board -- continuing the work of the Symmes Advisory Committee -- asked Town Meeting to support the proposal of the E.A. Fish Company.

The Board of Selectmen unanimously supported the proposal and are extremely grateful for all the work done by the Symmes Advisory Committee, Chaired by Charlie Foskett, and the Arlington Redevelopment Board. After over three years intensive effort Town Meeting voted to move forward with this project that will keep half of the sites 18 acres open space, offer twenty percent affordable housing and promises increased tax revenue to the town.

Sister City

In the fall, Arlington was pleased to celebrate its 20 year partnership with our sister city Nagaokakya, Japan. As Diane Mahon, Chairman of the Board said at the dinner celebrating the anniversary:

As sister cities, we can learn from each other, and even though our cultures may be quite different, our desires are not very different at all. As people, we all want the best for our children; safety and security for our families and for our countries, so we all can live in peace and harmony. I believe these are the same desires held by the people of America and Japan, as well as those in Iraq, Afghanistan and the Sudan.

EXECUTIVE SERVICES

By gathering together, our two sister communities -- situated half a world apart -- we share our culture and we share our lives. I believe that, in a small way, we do our part in bringing the world closer together. We have a unique opportunity to help change our world for the better.

The Board looks forward to continued opportunities to expand our relationship with our sister city.

Mr. Charles Lyons serves as National League of Cities President

The Board of Selectmen is honored this year that Charles Lyons served as the President of the National League of Cities. The National League of Cities, established in 1924, represents 40 state municipal leagues and over 1,700 cities and towns across the country. As stated by the organization:

The NLC serves as an advocate for its members in Washington in the legislative, administrative and judicial processes that affect them; develops and pursues a national urban policy to meet the present and future needs of our nation's cities and people who live in them; offers training, technical assistance, and information to municipal officials to help them improve the quality of local government in our urban nation; and under takes research and analysis on policy issues of importance to the nation's cities and towns.

Mr. Lyons is the first Selectman to ever serve in that capacity and brings a tremendous amount of prestige to the Arlington Board of Selectmen and Town of Arlington.

Staff Changes

The Board saw changes in the office staff this year. Sandy Chamberlain who served as Principal Clerk for the past 8 years resigned in September. Ms. Chamberlain was instrumental in the smooth operation of the annual Town Day event. The Board wishes Sandy much success and thanks her for her dedicated service to the town and the Board. Taking Ms. Chamberlain's position is Mary Ann Sullivan. Mrs. Sullivan has experience with the town working for various boards and commissions and part time in the Selectmen's office. The Board welcomes her to our dedicated staff.

The Board continues to be inspired by the level of citizen activism in the Town of Arlington. Through the time, effort and commitment of many Arlington residents our community continues to move forward even in challenging financial times. Arlington is truly a community where citizen involvement makes our town a better place to live, work and play.

EXECUTIVE SERVICES

TOWN MANAGER

On February 23, 2004 I was sworn in as Arlington's Town Manager. Arlington has long been known as a progressive well-managed community with a rich history. I am honored to have the opportunity to serve as its fourth Town Manager since the position's inception in 1952.

The year 2004 was again a year in which finances was the premier issue. The challenges facing Arlington and most communities in Massachusetts have increased dramatically over the last several years. Each year, it has become increasingly difficult to maintain the level of services. The tax revenue reductions at the state and federal levels resulting from the slow economy and tax rollbacks have been passed on to local governments. Already faced with their own revenue problems from the economy, local governments, particularly in Massachusetts, have been severely impacted by cutbacks in federal and state aid.

At the federal level numerous aid programs have been cut or are proposed to be cut. Among the proposed cuts is the elimination of the CDBG program for which Arlington receives \$1.5 million a year. This program funds youth, elderly, affordable housing, and park programs, to name but a few.



Brian F. Sullivan
Town Manager

The State tax rate rollback has resulted in significant cuts in aid to cities and towns. Lottery funds, which are supposed to go to cities and towns, have been diverted by the State to fund state obligations. No community has been harder hit by the state aid cuts than Arlington. Arlington is among a small group of communities that suffered a nearly 20% reduction in state aid (see figure 1) while the state average cut was 6%. In all, Arlington was cut by more than \$3 million in state aid. Our Chapter 70 School Aid was cut 20%, additional assistance was cut 20% and lottery funds were cut 15%.

Figure 1 State Aid Comparison Arlington				
	Chapter 70	Additional Assistance	Lottery	Total
FY2002	\$ 6,003,471	\$ 5,652,310	\$ 4,509,629	\$ 16,165,410
FY2005	\$ 4,802,777	\$ 4,491,775	\$ 3,833,185	\$ 13,127,737
Dollar Cut	\$ (1,200,694)	\$ (1,160,535)	\$ (676,444)	\$ (3,037,673)
Percent Cut	-20%	-21%	-15%	-19%
All Municipalities				
	Chapter 70	Additional Assistance	Lottery	Total
Dollar Cut	\$ (13,745,045)	\$ (97,797,294)	\$ (116,713,789)	\$ (228,256,128)
Percent Cut	-1%	-21%	15%	-6%

Some communities have more flexibility to cope with these fiscal challenges than others. The communities with significant commercial/industrial tax bases and that are growing, are better positioned to do so. Communities with little commercial/industrial tax base, that are built out with little growth, are experiencing the most difficulties. Arlington is one of the few communities in this group. Out of 20 comparable communities, Arlington is in the bottom five for commercial/industrial tax base (see figure 2). Of those five communities, Arlington is dead last in

terms of growth in the tax base (see figure 3). In fact, Arlington is dead last in terms of new growth among all twenty communities. Arlington is also one of only a handful of communities that experienced a 20% reduction in state aid.

EXECUTIVE SERVICES

Figure 2 % Of Tax Base Commercial/Industrial		
1	BURLINGTON	32.7%
2	EVERETT	32.0%
3	WALTHAM	29.7%
4	WOBURN	28.7%
5	NORWOOD	27.3%
6	FRAMINGHAM	22.6%
7	WATERTOWN	21.5%
8	WEYMOUTH	13.3%
9	LEXINGTON	12.9%
10	NEEDHAM	12.5%
11	BEVERLY	12.4%
12	STONEHAM	11.2%
13	MEDFORD	11.1%
14	BROOKLINE	9.0%
15	READING	6.6%
16	ARLINGTON	5.9%
17	BELMONT	5.1%
18	WINCHESTER	5.1%
19	MELROSE	5.0%
20	MILTON	3.0%
Ave w/o Arlington		15.9%
ARLINGTON		5.9%

Figure 3 Growth As A % of Prior Year's Levy Limit		
1	BEVERLY	3.54%
2	WALTHAM	3.42%
3	WATERTOWN	3.07%
4	LEXINGTON	2.58%
5	WOBURN	2.38%
6	BROOKLINE	2.11%
7	MILTON	2.05%
8	WINCHESTER	1.92%
9	NORWOOD	1.79%
10	NEEDHAM	1.70%
11	WEYMOUTH	1.63%
12	FRAMINGHAM	1.41%
13	READING	1.30%
14	BURLINGTON	1.26%
15	BELMONT	1.16%
16	MEDFORD	1.12%
17	MELROSE	1.05%
18	STONEHAM	1.05%
19	EVERETT	0.99%
20	ARLINGTON	0.81%
Ave w/o Arlington		1.87%
ARLINGTON		0.81%

To give you some background on the Town's finances, the Town's major revenue categories include:

Property Tax	60,616,242	70%
State Aid	15,389,872	18%
Local Receipts	8,390,766	10%
Other	<u>2,314,803</u>	<u>3%</u>
TOTAL:	86,711,682	100%

The property tax levy, which accounts for 70% of all revenue, is capped under the Proposition 2 ½ law so that it cannot grow by more than 2 ½% plus what little growth there is in the tax base. Growth typically amounts to 0.5% to 1% for a total tax levy increase of 3% - 3.5% or approximately \$2 million. State aid amounts to \$15.4 million or 18% of the total. While state aid has decreased by nearly 20% over the last three years, over the last ten years it has increased an average of 1.6%. This amounts to approximately \$250,000 per year. Local receipts, which are derived from Motor Vehicle Excise taxes and fees from permits, licenses and fines, amounts to approximately \$8.4 million, or 10% of total revenue. These typically grow by only 1% - 2% or \$150,000. The balance of revenue comes from the use of reserves, funds remaining from the prior year labeled as free cash, or from smaller miscellaneous sources. This can vary from year to year but generally amounts to approximately \$2.3 million, or 3% of total revenue. No growth is expected here as use of these funds has been already maximized. If anything, there will be a decrease. Overall revenue growth thus is approximately \$2.4 million or 2.75%.

On the expenditure side, departmental budgets typically increase 4% to 5% a year driven in large part by wages, which increase about 3% for cost of living and another 1% for step increases for those employees who are not at their maximum step in pay grade, and by fixed costs such as pensions, utilities, contract services and special education which can increase much more than the 4-5%. Departmental budget increases of 4-5% cost approximately \$3.2 million.

Another major expense item impacting all employers, both public and private, is employee healthcare. These costs have increased an average of 10% over the last 5 years. This amounts to an annual cost increase of \$1.2 million. It should be noted that this past year, the employees agreed to increase their contributions for healthcare. This action helped to balance the budget in FY2005. Accordingly, total annual increases amount to approximately \$4.4 million.

Comparing typical year-to-year revenue growth with expense growth, revenue growth is \$2.4 million, or 2.75%, versus expense growth of \$4.4 million, or 5%. This leaves us with a structural deficit of \$2 million each

EXECUTIVE SERVICES

year. (see figure 4). In the current year, an additional \$2 million in reserves was used to balance the budget. So without those reserves being available next year, a \$2 million deficit becomes a \$4 million deficit. This is what the Town is facing for next year.

How the Town has closed the gap over the last several years is best illustrated by looking at Figure 5 which shows personnel reductions. You can see that in the municipal departments alone, and in just the last three years, 47 positions have been eliminated, or 12% of the work force. From 1990,

more than 100 positions have been eliminated, or nearly 25% of the workforce.

While budget strategies during difficult times typically involve evaluating options to enhance revenues, reduce costs, and increase productivity, the first factor the organization has to look at is the organization's spending. Is it excessive leaving room for reductions without impacting services? How does its spending compare to that of comparable communities and those communities regarded as well run?

Figure 4	
Structural Deficit As Shown By	
Typical Annual Growth	
Revenues	
Property Taxes	\$ 2,000,000
Local Receipts	\$ 150,000
State Aid	<u>\$ 250,000</u>
TOTAL	\$ 2,400,000
Expenditures	
Wage Adjustments	\$ 2,000,000
Health Ins./ Medicare	\$ 1,200,000
Pensions	\$ 300,000
Misc (utilities, capital/debt, special education, other)	<u>\$ 900,000</u>
TOTAL	\$ 4,400,000
STRUCTURAL DEFICIT	\$ (2,000,000)

Department	Figure 5							
	FY90		FY03		FY04		FY05	
	FT	PT	FT	PT	FT	PT	FT	PT
Finance Committee	0	(1)	0	(1)	0	(1)	0	(1)
Board of Selectmen	4	(0)	3	(1)	3	(1)	3	(1)
Town Manager (Purchasing)	5	(1)	5	(0)	4	(1)	4	(1)
Personnel	4	(1)	3	(0)	3	(0)	3	(0)
Comptroller	16	(2)	14	(3)	11	(3)	11	(2)
Treasurer/Collector	11	(3)	10	(3)	9	(3)	9	(3)
Postage	0	(1)	0	(1)	0	(1)	0	(1)
Assessors	6	(0)	5	(0)	5	(0)	4	(0)
Legal (Work Comp)	5	(0)	4	(1)	4	(1)	4	(1)
Town Clerk	4	(1)	4	(1)	4	(1)	4	(1)
Parking	0	(2)	1	(0)	1	(0)	1	(0)
Board of Registrars	2	(1)	2	(0)	1	(0)	1	(0)
Planning & Community Development	3	(0)	3	(0)	3	(0)	3	(0)
Redevelopment Board			1	(0)	1	(0)	1	(0)
Zoning Board	0	(1)	0	(1)	0	(1)	0	(1)
Public Works	144	(2)	88	(2)	73	(1)	72	(0)
Community Safety								
Admin	5	(0)	5	(0)	5	(0)	5	(0)
Police	75	(0)	71	(0)	63	(0)	63	(0)
Fire	90	(0)	85	(0)	76	(0)	76	(0)
Support	16	(0)	15	(0)	12	(0)	12	(0)
Inspections	4	(0)	5	(1)	5	(1)	5	(1)
Libraries	25	(3)	22	(22)	21	(14)	21	(14)
Human Services	9	(4)	8	(7)	6	(6)	6	(6)
Enterprise Funds								
Water & Sewer**	1	(0)	17	(1)	16	(0)	15	(0)
Arlington Recreation	4	(0)	4	(0)	4	(0)	5	(0)
Veterans' Memorial Rink	1	(0)	2	(0)	2	(0)	2	(0)
Council on Aging Transportation			1	(1)	1	(1)	1	(5)
Youth Services	0	(9)	0	(8)	0	(8)	0	(8)
Total	434	(32)	378	(56)	333	(46)	331	(49)

EXECUTIVE SERVICES

By any measure the Town's spending is well within line. Indeed comparative studies have shown that in most areas the Town's spending is at or near the bottom of the comparables. At best, and in only a few areas, the Town's spending only approaches average (see figures 6 through 10). The data for the charts in this report comes from the Department of Revenue's database and is for FY2003, the most recent year for which they have complete data. It should be noted that under Public Works, Arlington's number includes NESWC solid waste disposal costs, which distorts its number. Without NESWC costs, which makes for a more accurate comparison, Arlington's Public Works number is near the bottom.

Figure 6 Police Per Capita Expenditures			
1	BURLINGTON	\$	220
2	WALTHAM	\$	218
3	BELMONT	\$	209
4	BROOKLINE	\$	207
5	EVERETT	\$	197
6	MILTON	\$	189
7	WOBURN	\$	187
8	WATERTOWN	\$	175
9	NORWOOD	\$	166
10	MEDFORD	\$	163
11	WINCHESTER	\$	161
12	STONEHAM	\$	160
13	WEYMOUTH	\$	156
14	LEXINGTON	\$	144
15	NEEDHAM	\$	139
16	MELROSE	\$	132
17	FRAMINGHAM	\$	130
18	BEVERLY	\$	122
19	READING	\$	120
20	ARLINGTON	\$	111
Ave w/o Arlington			
		\$	168
	ARLINGTON	\$	111

Figure 7 Fire Per Capita Expenditures			
1	WATERTOWN	\$	214
2	BURLINGTON	\$	213
3	BROOKLINE	\$	188
4	WALTHAM	\$	180
5	NEEDHAM	\$	173
6	EVERETT	\$	167
7	WOBURN	\$	159
8	MEDFORD	\$	150
9	BELMONT	\$	146
10	FRAMINGHAM	\$	146
11	NORWOOD	\$	139
12	WINCHESTER	\$	133
13	MILTON	\$	133
14	WEYMOUTH	\$	124
15	STONEHAM	\$	124
16	BEVERLY	\$	119
17	MELROSE	\$	116
18	READING	\$	111
19	LEXINGTON	\$	111
20	ARLINGTON	\$	110
Ave w/o Arlington			
		\$	150
	ARLINGTON	\$	110

Figure 8 Public Works Per Capita Expenditures			
1	NORWOOD	\$	871
2	BELMONT	\$	398
3	BURLINGTON	\$	391
4	LEXINGTON	\$	226
5	WATERTOWN	\$	208
6	WINCHESTER	\$	205
7	ARLINGTON	\$	177
8	WALTHAM	\$	171
9	EVERETT	\$	170
10	BROOKLINE	\$	153
11	WEYMOUTH	\$	149
12	MILTON	\$	144
13	READING	\$	144
14	WOBURN	\$	143
15	MELROSE	\$	141
16	STONEHAM	\$	136
17	MEDFORD	\$	132
18	FRAMINGHAM	\$	122
19	BEVERLY	\$	120
20	NEEDHAM	\$	119
Ave w/o Arlington & Norwood			
		\$	182
	ARLINGTON	\$	177
Arlington w/o * NESWC			
		\$	122

Figure 9 Total Per Capita Expenditures			
1	LEXINGTON	\$	3,244
2	BURLINGTON	\$	3,081
3	NORWOOD	\$	3,049
4	BROOKLINE	\$	2,716
5	WINCHESTER	\$	2,654
6	EVERETT	\$	2,619
7	BELMONT	\$	2,608
8	NEEDHAM	\$	2,433
9	FRAMINGHAM	\$	2,302
10	WATERTOWN	\$	2,205
11	READING	\$	2,172
12	WOBURN	\$	2,164
13	MILTON	\$	2,126
14	STONEHAM	\$	2,063
15	BEVERLY	\$	1,997
16	WALTHAM	\$	1,951
17	MELROSE	\$	1,937
18	ARLINGTON	\$	1,902
19	MEDFORD	\$	1,873
20	WEYMOUTH	\$	1,836
Ave w/o Arlington			
		\$	2,370
	ARLINGTON	\$	1,902

EXECUTIVE SERVICES

Figure 10 Education Per Pupil Expenditures FY2004		
	Municipality	Amount
1	WALTHAM	\$ 13,478
2	WATERTOWN	\$ 11,548
3	BROOKLINE	\$ 11,107
4	FRAMINGHAM	\$ 10,518
5	WOBURN	\$ 10,161
6	MEDFORD	\$ 9,844
7	BURLINGTON	\$ 9,763
8	NEEDHAM	\$ 9,004
9	WINCHESTER	\$ 8,646
10	MILTON	\$ 8,107
11	NORWOOD	\$ 8,004
12	BEVERLY	\$ 8,001
13	BELMONT	\$ 7,828
14	ARLINGTON	\$ 7,823
15	STONEHAM	\$ 7,791
16	WEYMOUTH	\$ 7,598
17	MELROSE	\$ 7,556
18	READING	\$ 7,311
19	EVERETT	\$ 6,976
	LEXINGTON (not reported)	
	Ave w/o Arlington & Lexington	\$9,069
	ARLINGTON	\$7,823

While one can always question how the funds are spent, and there will always be opportunities to improve efficiency in any organization, the amount being spent for services in Arlington is clearly below its comparables.

If spending is well below the norm, it is reasonable to ask then why aren't property taxes comparably below norm. Let's look at how our property tax burden is distributed. Arlington's tax base is nearly all residential. The residential tax base represents over 94% of the total which puts the Town in the top five of the group of 20 comparable communities. This means that there is almost no commercial/industrial sector to help share the tax burden. It falls entirely on homeowners which is the single largest reason why the residential tax burden is relatively high.

How significant is the tax burden and how do we compare? Of the 20 comparable communities, Arlington ranks 13th with an average household tax bill of \$3,069, exclusive of water and sewer debt (see figure 11). Taxes per capita, Arlington ranks 16th (see figure 12). Taxes as a percentage of median family income is 4.1% for Arlington which ranks 13th out of the 20 comparable communities (see figure 13). As can be seen, the Town's residential tax burden is within line with the other comparable communities but perhaps not as low as the Town's spending would otherwise indicate. Again this is due to not having a commercial/industrial tax base with whom the tax burden can be shared.

Figure 11 Ave Tax Per Household		
1	BROOKLINE	\$ 6,971
2	NORWOOD	\$ 5,679
3	WOBURN	\$ 5,202
4	WINCHESTER	\$ 5,069
5	BURLINGTON	\$ 4,681
6	BEVERLY	\$ 4,651
7	WATERTOWN	\$ 4,472
8	BELMONT	\$ 4,130
9	READING	\$ 3,636
10	MELROSE	\$ 3,252
11	NEEDHAM	\$ 3,206
12	WEYMOUTH	\$ 3,178
13	ARLINGTON	\$ 3,069
14	EVERETT	\$ 2,943
15	LEXINGTON	\$ 2,939
16	WALTHAM	\$ 2,920
17	MILTON	\$ 2,635
18	FRAMINGHAM	\$ 2,606
19	STONEHAM	\$ 2,437
20	MEDFORD	\$ 2,413
	Ave w/o Arlington	\$ 3,843
	ARLINGTON	\$ 3,069

Figure 12 Taxes Per Capita		
1	LEXINGTON	\$ 2,988
2	BURLINGTON	\$ 2,568
3	WINCHESTER	\$ 2,274
4	NEEDHAM	\$ 2,229
5	BELMONT	\$ 2,203
6	BROOKLINE	\$ 2,099
7	FRAMINGHAM	\$ 1,876
8	WALTHAM	\$ 1,866
9	WOBURN	\$ 1,840
10	READING	\$ 1,783
11	WATERTOWN	\$ 1,705
12	MILTON	\$ 1,686
13	EVERETT	\$ 1,622
14	BEVERLY	\$ 1,495
15	STONEHAM	\$ 1,445
16	ARLINGTON	\$ 1,430
17	NORWOOD	\$ 1,401
18	MELROSE	\$ 1,274
19	MEDFORD	\$ 1,192
20	WEYMOUTH	\$ 1,163
	Ave w/o Arlington	\$ 1,827
	ARLINGTON	\$ 1,430

Figure 13 Ave Tax Per Household As A % of Median Family Income		
1	READING	8.1%
2	LEXINGTON	7.8%
3	BEVERLY	7.5%
4	BROOKLINE	7.0%
5	STONEHAM	6.6%
6	EVERETT	5.9%
7	WATERTOWN	5.7%
8	NEEDHAM	5.0%
9	MILTON	4.6%
10	FRAMINGHAM	4.5%
11	WOBURN	4.3%
12	WALTHAM	4.2%
13	ARLINGTON	4.1%
14	NORWOOD	3.9%
15	WINCHESTER	3.9%
16	BURLINGTON	3.9%
17	MEDFORD	3.4%
18	MELROSE	3.0%
19	BELMONT	2.8%
#	WEYMOUTH	2.6%
Ave w/o Arlington		4.6%
ARLINGTON		4.1%

So this is the financial dilemma in which the Town finds itself. While it is not alone, it is one of the hardest hit communities with the least financial flexibility locally to deal with it. A \$4 million deficit means the elimination of a significant number of jobs. Because the majority of the Town's costs are for personnel, budget reductions mean personnel reductions. This will translate into the loss of 60-80 jobs which comes on the heels of all the previous personnel reductions. As the large majority of personnel are within schools, public safety and public works, cuts in these areas will be unavoidable.

Whatever the outcome of the proposed operating override, the Town's management team and employees, working with our elected leaders, will continue to work to provide the best possible services with the available resources. In the end, the community at large will determine what resources they are willing and able to provide. There are two legitimate conflicting interests confronting the community. One is to maintain reasonable and affordable taxes and the other is to maintain quality essential services. The choices are difficult but they will have an impact on the lives of all Arlington residents.

Symmes Hospital Site

After an extensive public involvement process, a request for proposals was issued for the development of the Symmes Hospital site. The end result was the selection of E.A. Fish as the developer. Fish is a major, well-respected developer. Recent completed projects include the Admirals Hills in Chelsea, the

Nautica in Charlestown, the Metropolitan in Chinatown, Wilkes Passage Lofts in Boston, and Saint John of God, a condominium and nursing facility development in Brighton.

The 2004 Annual Town Meeting approved the necessary zoning to allow the project to proceed. It is expected that Fish will take ownership of the property and start construction during 2005. The plans call for preserving one-half of the 18-acre parcel as open space including a vista park for the public. The balance of the parcel will include approximately 255 condominiums and a medical facility.

Dallin School Project

Construction of the new Dallin School commenced just after school closed in June 2004. Dallin is the fifth school to be rebuilt. The only remaining elementary schools to be renovated/rebuilt are the Thompson and Stratton. The construction contract for Dallin, in the amount of \$9.7 million was awarded to Castagna Construction Corporation. The school is expected to be ready for occupancy in January 2006.

Peirce Field/Public Works Yard Cleanup

As part of a settlement agreement with the industrial parties who previously owned or abutted the Peirce Field and Public Works sites, the parties agreed to pay up to \$7.2 million for the cleanup of underground contaminants. In addition, they agreed to pay \$2.67 million to rebuild the Peirce Field with a new artificial turf surface, a new track, and several other athletic facilities. Construction commenced July and is expected to be completed by the end of 2005.

Church Properties

As part of a building retrenchment and cost-saving program, the Boston Archdiocese announced the closing of a large number of parishes. Two churches in Arlington, St. James and St. Jerome's, were closed and put up for sale.

Town officials held several meetings with representatives of the Archdiocese to provide input on acceptable reuses of the properties. It appears that St. Jerome's will be developed for residential use and St. James will continue to be used as a Church. Final resolution as to the reuse will likely occur in 2005.

Events

The Town hosted two major events during 2004. The first was a gathering of officials from the National League of Cities (NLC). The NLC represents cities and towns throughout the nation. It's the only organization that cities and towns have to represent their interests and to lobby Congress on behalf of all cities and towns. Selectman Charles Lyons served as President of the NLC during 2004. Representatives from the NLC gathered in Boston in July to develop a

EXECUTIVE SERVICES

congressional legislative agenda for cities and towns during 2004 and 2005. The NLC held its reception at Town Hall.

The Town also hosted a delegation from our sister city of Nagaokakyo Japan. One hundred officials and citizens of Arlington celebrated the 20th anniversary of our sister city relationship. The Nagaokakyo delegation included Mayor Yutaka Oda, several city councilors, and Masuo Nishibayashi Consul General of the Boston Consulate of Japan.

Retirement

After a thirty-two year career in the Arlington Fire Department, including his last six years as Chief, Fire Chief Richard Maimone retired in December. Chief Maimone led the department through some difficult years. His leadership and devotion to his department and Town will be missed.

Dedicated Team

Arlington is very fortunate to have so many talented citizens willing to volunteer their time to serve the Town in various capacities including Town Meeting and Boards and Commissions. Together with our elected leaders, management team and employees, they make Arlington the special community that it is.

My thanks to the Board of Selectmen for its leadership and support this past year. Special thanks also to the Town's department heads who are truly top notch. Deputy Town Manager Nancy Galkowski has been an invaluable asset to me and the Town. This past year Nancy served as President of the Massachusetts Municipal Management Association. I would also like to thank my office staff, Gloria Turkall and Domenic Lanzillotti. They are exceptional public employees dedicated to providing the best possible service to each and every person interacting with the Town Manager's Office.

EXECUTIVE SERVICES

2004 State of the Town

Diane Mahon, Chairman Arlington Board of Selectmen

Good evening. My name is Diane Mahon and I am honored to appear before you as the Chairman of the Board of Selectmen and --with my colleagues -- I welcome you to the 2004 State of the Town address. It is a distinct privilege for me to deliver this address to this distinguished body.

I would like to thank Jane Howard for her efforts and the members of Vision 2020 for continuing to sponsor and organize tonight's presentation, as well as to acknowledge and congratulate all of those elected as leaders of our community in the coming year. And I extend a special welcome to the members of Arlington's Town Meeting; arguably the most important deliberative body of elected officials in our Town.

I would be very much remiss if I did not acknowledge the "sixth" Selectman, Marie Krepelka, and her exemplary staff....Jean Devereaux, Sandy Chamberlain and MaryAnn Sullivan....in my humble opinion, they are the secret behind any success to which the Board can lay claim.

It has been my experience and my belief that Town Meeting is the most important, the most democratic of institutions in our Town. I am very proud to be not only a Selectman, but as important, if not more importantly, a member of Town Meeting representing Precinct 14 since 1994.

The Town Meeting form of government directly encourages the high-level of participation by citizens in the workings of our Town. Democracy is alive and well in Arlington, thanks to you, my fellow Town Meeting members.

Our individual rights are closely intertwined with collective responsibilities. Town Meeting has inherited and embodies the notion of individual decision and action, but incorporates those decisions and actions within the pursuit of the common good.

So, as we look at the State of the Town in the year 2004, Town Meeting provides a direction and a beacon-of-hope to all the residents of our community who are concerned about their future, concerned about their children and their families, and very much want to maintain the quality-of-life that Arlington has enjoyed for generations.

You, the members of Arlington's Town Meeting, hold the future of Arlington in your hands as we begin the deliberations of this current session. With scarce financial resources, the coming fiscal year will be a challenging one. However, I am confident that by working together, we will approach and resolve any and all problems in a constructive, collaborative, effective and compassionate manner.

We -- you and I -- are at a major crossroad in the history of our town. Financial resources are limited.

The management of the town is being challenged to provide the basic core services of our community -- public education, public safety and public works -- within significant fiscal constraints.

This is the time for all of us to join together, throughout the town, and to "roll up our sleeves" as we continue to work to make Arlington a better place to live. We must continually remember that our goal is to fulfill the common good.

Over the next year, there are several priorities which I believe need to be addressed.

Keep the Promise

We must keep the promise we made several years ago to the children and families of our community to rebuild all of our neighborhood schools. Four of our seven schools have been rebuilt or renovated, with the Dallin, Stratton and Thompson Schools remaining.

At the Special Town Meeting this spring, you will be asked for a positive vote to continue with this promise, and support the sorely-needed reconstruction of the Dallin School. We must commit to each other and the town that we will not rest until ALL of our schools are rebuilt.

Maintain and enhance the Town's core vital services

We also need to ensure that the Town's core, vital services -- public education, public safety, public works -- continue to be provided to all the residents of the town in a cost-effective manner, while recognizing, respecting and supporting our employees who provide these services. Let's keep this town a great place to live.

Development of Symmes

The redevelopment of Symmes Hospital is another priority for Arlington over the next year. This project represents a three-year process through which the community, as a whole, engaged in a project which will bring additional income to the Town of Arlington. The Symmes Advisory Committee, which oversaw this process, has performed an exemplary job in bringing together all interested "stakeholders", voices and opinions, so that a true consensus for redevelopment could be established, which is in the best interest of the entire town.

I would like to take this opportunity to acknowledge the leadership of Charlie Foskett -- as well as many others -- in coordinating, leading and managing this process with an outcome which benefits all of Arlington. Because of prudent, fiscal management, and the commitment of the Board of

EXECUTIVE SERVICES

Selectmen, the Symmes Advisory Committee, the Arlington Redevelopment Board and many others, this project is moving forward with no increase in our tax rate. In fact, to date, the Symmes project has not "hit the tax rolls".

Balancing the Budget

This year, the Selectmen, under the guidance of our new Town Manager and working with various Town officials has presented for Town Meeting's approval, a balanced budget. This budget is not without some pain, and includes significant cost-cutting measures. In addition, we have "dipped into" free cash, stabilization and other funds more than in previous years.

I wish to compliment the Town's Department Heads for having gone through their budgets with the proverbial "fine-toothed comb." This exercise has resulted in a tighter, more cost-effective budget. The Town Manager has indicated to me in the last several days that we "are not looking at any lay-offs" with the proposed budget to Town Meeting.

Increase Revenue Streams

The Town has done its share. It's now up to the State and Federal governments to fulfill their obligations to local communities. Federal aid to state and local governments has been slashed even more. Political leaders in Washington and on Beacon Hill need to remember the wisdom of our founding fathers. State and Federal leaders must take action in defense of the collective public good by dramatically increasing financial aid to communities like Arlington.

Innovative Partnerships

State financial aid to Arlington can be increased outside of the usual categories of local aid. Over the years, Arlington legislators have found creative ways to enact legislation bringing more state aid to our Town.

Several years ago, I had the privilege of working with State Senator Bob Havern to increase state aid to Arlington schools. Working with Arlington's Town-wide PTO, of which I was the Co-President, we organized a Statewide grassroots movement of parents, educators and school activists, which successfully lobbied the Legislature for an increase in "Minimum Aid" to all of our Arlington Public Schools. This increase in school funding was only possible through the unique partnership between Senator Havern, my Co-chair on the Townwide PTO, Martha Scott, and many others in the school community.

Summer Street Reconstruction/Reed's Brook

For many years, neighbors living in the neighborhoods adjacent to Reed's Brook were faced with significant flooding of their homes during storms. Thanks to an innovative partnership between State and Town officials, Reed's Brook will now house a

sports facility, with an adjacent conservation use. Summer Street, currently a State highway, will also receive much-needed drainage and other infrastructure improvements as part of its major reconstruction.

Youth & Neighborhood Priorities

The commitment to Arlington's children cannot stop at the doors of their classrooms. The education that occurs on the town's playing fields, as well as in our arts and cultural programs, is extremely integral to the complete education of our children. No child in this town should be denied the right to fully participate in youth sports or other extracurricular activities due to financial constraints. I am committed to continuing to work with the leaders of the sports and arts community to build upon partnerships for the betterment of all of our youth.

The complete elimination of raw sewerage in Alewife Brook is another major priority. I will continue to work with East Arlington neighborhoods and State officials to address overland flooding and public health concerns. Thanks to you, Town Meeting endorsed a Warrant Article calling for Alewife Brook to be afforded a Class B water quality standard in conformity with the Federal Clean Water Act. I look forward to working with all of you to accomplish the spirit and intent of this Article.

Town Employees

Only moments ago, I chaired a Selectmen's meeting where one of the most important initiatives in local government in recent years was proposed. Faced with the fiscal constraints of the Town, and fully aware of the high cost of health care, Arlington's Public employee Unions and Retirees have formed an unprecedented coalition of Unions. Earlier this evening, the Coalition proposed the creation of a joint management/employee committee, which hopes to collectively address Arlington's health care costs in a collaborative, cooperative and problem-solving manner. For the first time in memory, Arlington's Unions and Retirees have not only joined together as a Coalition, but they are proposing to replace the traditional, adversarial method of negotiating health benefits with a collaborative process more in keeping with the needs of the 21st century.

As Robert B. McKersie, an Arlington resident and Sloane Fellow Professor of Management Emeritus at the Massachusetts Institute of Technology has stated, "Labor/management partnerships clearly have great potential for improving productivity, employment security and other outcomes of importance to the parties." I applaud this innovative proposal by the Town's Unions and Retirees, as well as our new Town Manager, Brian Sullivan's, willingness to engage in conversations on this important issue.

As we all know, there is possibly an impending job action by our educators/teachers. Every step to avert a work stoppage needs to be explored. Our schools and our children rely heavily upon our teachers and others to go above and beyond the traditional "call-of-duty". Because of the reductions of staffing in our schools, we have had no alternative but than to rely upon parent volunteers to provide services previously performed by paid staff. This year, our parent volunteers have worked in our schools to teach art, to maintain basic library services and a whole host of other activities...and for that, I am truly grateful and extend my heartfelt thanks.

We need to recognize, respect and fairly compensate all of our employees, the men and women who have dedicated their professional and personal lives to our children. As town officials and as a community, we must do everything in our power to not only listen to their concerns, but to take appropriate action to address them.

New Directions/New Leadership

I would like to take this opportunity to join with Town Meeting to officially welcome our new Town Manager, Brian Sullivan.

Mr. Sullivan was chosen as our new Town Manager by unanimous vote of the Board of Selectmen. His credentials are extensive. Not only does Mr. Sullivan possess an impeccable record with a resume of accomplishments, but he brings to the town a perspective of fresh, new ideas and a willingness to approach the many challenges of our community with innovation, creativity and a strong desire to develop new strategies to resolve what are often seen as intractable problems.

Mr. Sullivan also possesses a strong background in municipal finance, and is uniquely positioned among Town Managers statewide to address all the concerns of Arlington in our fiscal crisis. One of his strong-points in Winchester, Brookline and the other communities in which he served was his expertise in finances, and Arlington is most fortunate to have him as our Town Manager.

Arlington is a great town. We are very fortunate to have a diverse population. Our strength comes from that diversity.

We may never agree on all issues; there will always be challenges that will require difficult compromise. We must commit, however, to continue to engage in debate, to face fiscal uncertainty, and to promote a civil dialogue that is based upon a respect for all the residents of our town, even those with whom we do not agree.

Arlington is a great place to live, to raise a family and to grow old. We need to continue to commit all of our efforts to keep it that way. More importantly, as a community, it is our responsibility to do so. In our struggles to mold and develop budgets, we must focus on those who need our help most. We must make sure that their basic needs are met.

In these challenging times we cannot forget, it was here..... in Arlington, that the 'Old men and women of Menotomy lost their lives in the first days of our country's battle for freedom. We cannot forget that our colonial ancestors fully understood that the well-being of the individual could only be fulfilled through the collective well-being of the community.

Since the founding of our town, Arlington has always been a community of citizens willing to work, to give, and to sacrifice all for the greater good. That is what has always made Arlington different. That is what always has made Arlington a great place to live. As we enter another challenging year, the strength of our residents and our community will sustain us. May all our deliberations be civil and respectful; may Arlington continue its tradition of passionate debate; and may we all learn -- as a wise man once said -- "We have been blessed with 2 ears and 1 mouth, we should use them proportionately.".....Maybe that will be our greatest challenge.

CENTRAL MANAGEMENT SERVICES

PERSONNEL DEPARTMENT

The Personnel Department serves all of the employees of the Town that are appointed by the Board of Selectmen, the Town Manager, the Comptroller, the Town Treasurer, the Town Clerk, and the Board of Assessors. The primary purpose of the Department is to administer the Town's compensation and benefits programs. Its responsibilities include administering the health and life insurance program for all town and school employees. Additionally, the Department deals with a wide variety of issues relative to quality of life in the workplace and seeks to improve the effectiveness of town services by recruiting the best employees and reviewing and improving the Departments' organizational structure.

The Department handled seventy personnel transactions relating to a myriad of positions. This includes retirements, resignations, promotions, vacancy postings and advertisements, interviewing, selection, and enrollment of new employees. The Town had thirty-nine new hires, one lay-off and 2 promotions in the year 2004.

The Personnel Department was very active year during 2004. The Director of the Department serves as member of the Town's collective bargaining team and many hours in the late winter and spring were devoted to meeting with the Town Unions. In 2004 all six town side unions settled with the Town in multiple year contracts. A major change resulting from the negotiations was a July 1st change in union employee health insurance contribution which the personnel department was responsible for implementing.

In the early spring the department ran the first of a series of wellness programs for town employees called Go Walking. The program, sponsored by the Town and BlueCross BlueShield was a structured walking program that provided free pedometers to over 115 Town employees from all departments in the Town and School. The Department also sponsored a series of weight loss workshops and closed out the year with a quit smoking program. The Director plans to actively pursue any funds available to the Town from our health insurance carriers for wellness programs to continue to improve the health and well being of our town employees.

The Department spent the early part of the year researching possible software systems for the tracking of the Town's entire health insurance enrollee population. In the summer of 2004 a new system was selected and the Department devoted time and effort into preparing large amounts of data for integration into the new program which was installed in late October.

As the year closes out the Department will be working closely with the Town Manager on developing an Assessment Center for the purpose of appointing a successor to retiring Fire Chief Richard Maimone.

The need for use of a State Human Resources approved Assessment Center comes after Town Meeting action in 2002 to put the positions of Fire and Police Chief back in Civil Service.

In 2005 the Department of Personnel will continue to make every effort to be supportive to the administration and employees of the Town during these very financially difficult years. The Department will search for ways to improve the morale and health of our employees without adding a financial burden to the town. We will also continue to audit our policies and practices to ensure compliance to various collective bargaining agreements and the myriad of employments laws.

Affirmative Action

The Town of Arlington has established the following mission statement relative to Affirmative Action:

The Town of Arlington recognizes its legal obligation and moral responsibility to provide Equal Employment Opportunity to its employees and potential employees. The Affirmative Action Advisory Committee, a volunteer committee appointed by the Town Manager, is committed to the Affirmative Action program to prevent discriminatory employment practices. The Committee assists the Town in implementing its Affirmative Action Plan which creates the mechanism and sets the standards by which Equal Opportunity and Affirmative Action will be assured.

The Affirmative Action Advisory Committee (AAAC) meets monthly on the 2nd Wednesday, throughout the year, in the Town Hall Annex. The Committee meetings are open to the public and public attendance is encouraged.

Throughout 2004, the Committee reviewed monthly reports from the Director of Personnel/Affirmative Action Officer regarding employment opportunities for the Town. The principal focus of the Committee is to ensure that people of all races and ethnic backgrounds are given equal opportunity to apply for and receive positions of employment here in Arlington. The Committee continues to try to increase the number of minority and female applicants for positions of employment by communicating with the population at large through posting Town positions in publications that serve different minority communities in the area. The Committee continues to strategize about new and inventive ways in which to attract qualified minority applicants.

The Committee closely monitors minority and female participation in all construction projects of over two hundred thousand dollars. Communicating with

CENTRAL MANAGEMENT SERVICES

the general contractor at the beginning of such projects is essential. This year, the Committee monitored the Reed's Brook Project. The Committee believes it played an instrumental role in the recruitment and retention of a female machinist working on the project. The Committee's goal is to ensure that the general contractor and all sub-contractors are making a good faith effort to be in compliance with minority participation goals of the State and Town. In 2004 the Dallin School Project began as well as the reconstruction of the park at Spy Pond. The Committee will diligently monitor the payrolls of each of these projects to ensure that good faith efforts are made to hire female and minority workers on the projects. Ongoing and future projects include Water Rehabilitation, Curb/Sidewalks and Town Hall Gardens.

In 2003 Governor Romney proposed the elimination of the State Office of Affirmative Action. Throughout 2004 the Committee closely monitored activity at the state level relative to changes to the Commonwealth's Affirmative Action Guidelines. Currently there is a stay on the Governor's Executive Order to eliminate the State Officer of Affirmative Action. However, new draft guidelines of the Governor's Executive Order have been issued and the Committee will monitor this issue closely in 2005.

The Committee looks forward to working on many projects in 2005 including the review and update of the Town's Affirmative Action Plan.

Any person interested in this issue of Affirmative Action and Equal Opportunity Employment is encouraged to contact the Affirmative Action Officer at 781-316-3121 or email cmalloy@town.arlington.ma.us.

LEGAL DEPARTMENT

The primary objective of this department continues to be to advise all Town boards and officials about their legal responsibilities and prerogatives as well as representing the Town, its agencies and officers both in courts of various jurisdiction as well as before state administrative agencies such as the Civil Service Commission, the Labor Relations Commission, the Massachusetts Commission Against Discrimination and the Department of Industrial Accidents. Additional duties include the drafting of Town Meeting warrant articles and votes for both Town officials and citizens of the Town.

As a corporation, the Town is constantly involved in contractual and other legal arrangements with public and private agencies in the purchase of properties and materials, the rendering of services and awarding of grants. The Town Counsel prepares many applications, contracts, leases, deeds and other legal instruments concerning these matters.

The department continues to actively assist the Arlington Redevelopment Board in its efforts to develop the Symmes Hospital property and the inclusion of a medical services building on the site.

The Town Counsel as Director of Labor Relations represents the Town Manager as the Town's agent in collective bargaining with six employee unions. These duties include supervision of negotiations, contract administration, and grievance arbitration proceedings. The department supported the Town Manager in his successful negotiation to achieve three year agreements with all Town-side unions effective July 1, 2003 to June 30, 2006. This marked the first time in several years that the Town and all of its unions are current.

Another major objective of this department is to manage and direct the Town of Arlington's Workers' Compensation Self-Insurance program. Through the timely processing of claims and the attentive investigation of accidents, this department aims to protect workers from the economic consequences of injury, promote safe work environments, assist injured employees in both their medical recovery and return to work, and seeks overall to limit the Town's liability consistent with the fair treatment of injured workers. The department also prepares and litigates all contested Workers' Compensation cases before the Department of Industrial Accidents as well as reviewing and responding to any pending legislation affecting the Town's Workers' Compensation program.

This department also oversees line of duty injury claims administration for all police and fire personnel. The goal related to this responsibility is to provide complete claims management for any injured on duty uniformed employee of the police and fire divisions consistent with appropriate provisions of law, fairness to effected employees, and prudent financial practices.

In coordination with participating network pharmacies the department instituted a new program to manage prescription benefits for the Town's work-injured employees. This program has resulted in the maximization of generic substitutions, greater control authorization for drugs outside our formulary design and reduced costs to the Town commencing at the point of fill. This eligibility and utilization review control program has had the added benefit of eliminating the "first-fill" out-of-pocket prescription expense previously borne by the injured employee.

FINANCE COMMITTEE

During 2004, the Finance Committee was chaired by Allan Tosti assisted by vice-chairs Richard C. Fanning, Abigail DuBois, and Charles T. Foskett. Peter B. Howard served as secretary. The Finance Committee has twenty one positions, one for each precinct. The appointing authority (Moderator, Trust Fund Commissioners Chair, and Finance Committee Chair) acted to reappoint all members whose terms had been completed and to fill one of two vacant positions.

The economic recession's impact on State revenues (thus local aid) and the continued increases in health insurance and pension costs, together with the restrictions imposed by Proposition 2 1/2, increased the economic pressure on the Town for the third year in a row. There were, however, no decreases in local aid (the State's contribution to the Town's revenue) as there had been in the previous year. Adding to the difficulty was the need to restore some of the reductions in the education budget that were made last year. Again the Town had to balance the budget using reserve funds. In this case funds were taken from the Stabilization Fund. These funds will be restored, after approval from the State, using the Municipal Building Insurance Fund. The Manager determined that the fund had grown larger then was necessary to meet the Town's needs. It is clear to the Finance Committee that this kind of funding from reserves can not continue.

In February, the Finance Committee began its yearly effort to develop a comprehensive balanced budget recommendation for the spring Annual Town Meeting. The budget of each department was reviewed with the department head by one of the subcommittees. The school budget subcommittee attended School Committee meetings in order to gain an understanding of the school budget. Hearings were held on all Warrant Articles which required an appropriation or had a financial impact. Twenty-one full committee meetings were held which, when combined with numerous subcommittee meetings, made for a busy winter schedule. In addition, the committee met for a half hour before twelve Town Meeting sessions to address additional issues.

The Finance Committee's report was distributed at the first meeting of the annual Town Meeting. In addition to recommending a budget for each department, the report recommended a vote on more than thirty articles.

The Finance Committee also continued to monitor other ongoing activities that could have a large financial impact. The Finance Committee followed the progress of the school renovation projects, the Reed's Brook project, and the Symmes project through regular reports by the responsible Town officials. An effort was made by an ad hoc subcommittee to bring together the Recreation Department and the user groups on a user fee that would pay for the upkeep of the town's playing fields as well as ways to reduce the costs of maintaining the fields. Though no final agreement was reached, progress was made in understanding the actual maintenance costs. We hope to continue this effort. Promising discussions on joint use of a fire station by Belmont, Lexington, and Arlington were abandoned when Belmont passed an override to fund a new fire station. Another ad hoc subcommittee examined the Water & Sewer Enterprise Fund expenditures over the last few years (based on an investigation by a diligent Town Meeting Member) and determined that the fund was not fully paying its share of the health insurance and pension expenses. The budget for FY 2005 was revised accordingly. The Town reached agreement with all unions before the end of Town Meeting. In these agreements the employees agreed to an increase in their contribution to their health insurance costs, a change advocated by the Finance Committee in hopes of reducing the annual increase in this budget.

The major issue facing the Town is how to raise enough revenue to maintain the level of service that Arlington has enjoyed in recent decades. Other ongoing issues will continue to include funding for the next round of school renovations, the renovation of the Town's fire stations and the increasing costs of health insurance and pensions. A new issue is funding the future health insurance liability of retired employees.

FINANCIAL MANAGEMENT SERVICES

BOARD OF ASSESSORS

At the annual election held in April of 2004 James F. Doherty, MAA was re-elected for a three-year term to the Board of Assessors. At the organizational meeting of the Board of Assessors Mary Winstanley O'Connor, Esquire was elected Chairman and Kevin P. Feeley, Esquire, was elected Vice Chairman.

In 2004 the Board of Assessors successfully completed the triennial revaluation as mandated by Proposition 2 ½, meeting the requirements of the Department of Revenue.

The Board of Assessors committed 14,685 real estate and personal property tax bills to the Tax Collector for collection for fiscal year 2005. These bills raised a total of \$65,757,599 in property taxes. The total assessed value of all taxable real estate and personal property for fiscal year 2005 was \$6,007,309,836 which resulted in a tax rate of \$10.94 per thousand dollars of assessed value. The board also committed over 41,000 automobile excise tax bills for collection of an estimated income of \$4,000,000.

The board would like to thank all taxpayers for their cooperation and the Assessing Office staff for their continued support and for a job well done in 2004.

TOWN COMPTROLLER AND COORDINATOR OF DATA PROCESSING

The Comptroller has completed its twenty-first year using the Uniform Municipal Accounting System established by the Massachusetts Department of Revenue to bring Massachusetts' accounting practices into agreement with generally accepted accounting principles as promulgated by the Government Accounting Standards Boards. In accordance with GASB 34 the Town is now recording its fixed assets on the balance sheet and has updated its financial statements accordingly. Upgrades to the Munis Software System, a comprehensive accounting application for municipal governments, are planned for the summer of 2005. Upgrades to the Town's telephone system are in the planning stage. An evaluation of network requirements including a timetable for updating anti-virus applications has begun.

FINANCIAL MANAGEMENT SERVICES

ASSESSMENT DATA

VALUATION AND TAX LEVY

Fiscal Year	Total Assessed Valuation	Tax Levy	Tax Rate*
2005	\$6,007,309,836	\$65,719,969	\$10.94
2004	\$5,990,614,666	\$63,740,140	\$10.64
2003	\$4,500,135,559	\$61,246,845	\$13.61
2002	\$4,266,984,229	\$59,097,731	\$13.85
2001	\$4,239,775,439	\$55,838,267	\$13.17
2000	\$3,063,254,230	\$54,097,069	\$17.66
1999	\$3,504,316,820	\$52,443,515	\$17.17
1998	\$2,955,114,603	\$49,439,067	\$16.73
1997	\$2,815,373,412	\$48,086,577	\$17.08
1996	\$2,816,605,462	\$46,586,654	\$16.54
1995	\$2,823,394,562	\$45,343,716	\$16.06

* Tax rate expressed in per thousand dollars of assessed value

PERCENT OF TAX LEVY BY CLASS

CLASS	TYPE	FISCAL YEAR			
		2005	2004	2003	2002
I	RESIDENTIAL	94.067	93.9454	93.004	93.033
II	OPEN SPACE	.000	.000	.002	.002
III	COMMERCIAL	4.496	4.5246	5.319	5.281
IV	INDUSTRIAL	.313	.3137	.376	.381
V	PERSONAL PROPERTY	1.244	1.2167	1.299	1.303
TOTAL		100.00	100.00	100.00	100.00

TAX RATE COMPONENTS

Components	FISCAL YEAR						
	2005	2004	2003	2002	2001	2000	1999
Levy Base	\$9.44	\$9.13	\$11.74	\$11.96	\$11.67	\$15.66	\$15.24
2 ½ %	.24	.23	.29	.30	.29	.39	.38
New Growth	.08	.11	.12	.12	.07	.09	.09
Water & Sewer Debt	.85	.84	1.00	1.00	.87	1.16	1.06
School Debt Exclusion	.34	.33	.46	.47	.27	.36	.40
Tax Rate	\$10.94	\$10.64	\$13.61	\$13.85	\$13.17	\$17.66	\$17.17

FINANCIAL MANAGEMENT SERVICES

ASSESSMENT DATA (Continued)

TAX RATE COMPONENTS FY 2000 - FY2004					
	2001	2002	2003	2004	2005
LEVY BASE	\$11.67	\$11.96	\$11.74	\$9.13	\$9.44
2 1/2%	\$0.29	\$0.30	\$0.29	\$0.23	\$0.24
GROWTH	\$0.08	\$0.12	\$0.12	\$0.11	\$0.08
OVERRIDE					
WAT & SEW DEBT EXCL	\$1.16	\$0.87	\$1.00	\$1.00	\$0.85
SCHOOL DEBT EXCLU	\$0.35	\$0.27	\$0.47	\$0.46	\$0.34
TAX RATE *	\$13.17	\$13.85	\$13.61	\$10.64	\$10.94
	2001	2002	2003	2004	2005
MAX LEVY PRIOR FY	\$49,467,566	\$51,042,116	\$52,838,686	\$54,703,728	\$56,720,544
2.50% \$1,276,053	\$1,320,967	\$1,367,593	\$1,320,967	\$1,367,593	\$1,418,014
GROWTH \$520,517	\$544,075	\$649,223	\$544,075	\$649,223	\$458,531
MAXIMUM LEVY	\$51,042,115	\$52,838,686	\$54,703,728	\$56,720,544	\$58,597,089
LEVY INC %	3.18%	3.52%	3.53%	7.35%	7.12%
LEVY INC \$	\$1,574,549	\$1,796,571	\$1,865,042	\$3,881,858	\$3,893,360
W/S DEBT	\$3,677,690	\$4,255,691	\$4,516,649	\$5,033,997	\$5,103,729
DEBT EX	\$1,146,216	\$2,007,525	\$2,052,096	\$2,000,153	\$2,056,781
OVERRIDE					
MAX TO BE RAISED	\$55,866,021	\$59,101,902	\$61,272,473	\$63,754,694	\$65,757,599
ACTUAL RAISED	\$55,838,267	\$59,097,731	\$61,246,844	\$63,740,140	\$65,719,969
EXCESS LEVY	\$27,754	\$4,171	\$25,629	\$14,554	\$37,630
TOTAL TAX AV	\$4,239,775,439	\$4,266,984,229	\$4,500,135,559	\$5,990,614,666	\$6,007,309,836
AV % INCREASE	38.41%	0.64%	5.46%	33.12%	0.28%
RATE	13.17	13.85	13.61	10.64	10.94
PENNY ON RATE	\$42,398	\$42,670	\$45,001	\$59,906	\$60,073
* ALL NUMBERS SUBJECT TO ROUNDING AND FINAL DOR CERTIFICATION					

FINANCIAL MANAGEMENT SERVICES

BUDGETS

Department	Fiscal Year				
	2001	2002	2003	2004	2005
Executive Services					
Board of Selectmen Administration & Licensing	148,995	156,056	163,182	166,602	178,523
Annual Report	8,500	6,000	6,000	6,000	6,000
Audit	35,000	35,000	40,000	45,000	50,000
Town Manager	315,883	304,874	308,314	272,497	330,845
Sub-Total	508,378	501,930	517,496	490,099	565,368
Central Management Services					
Personnel	191,641	136,524	130,998	134,685	142,817
Legal & Worker's Compensation	709,391	707,328	693,368	595,857	705,026
Sub-Total	901,032	843,852	824,366	730,542	847,843
Financial Management Services					
Finance Committee	10,657	10,957	11,257	9,995	9,995
Treasurer / Collector	449,714	575,547	560,637	530,551	549,268
Parking	72,891	76,152	77,645	70,374	73,871
Postage	162,427	155,118	154,733	122,753	124,577
Comptroller / Data Processing / Telephone	917,375	903,145	875,836	758,007	784,626
Board of Assessors	253,292	269,143	267,702	266,375	265,598
Sub-Total	1,866,356	1,990,062	1,947,810	1,758,055	1,807,935
Human Services					
Human Services Administration	91,633	99,835	103,030	106,403	114,115
Youth Services Enterprise Fund	332,007	383,660	381,090	229,101	266,855
Council on Aging	136,969	148,242	139,767	101,630	111,894
COA Trans. Enterprise Fund	90,568	88,838	141,696	94,723	102,703
Board of Health	143,302	159,976	163,991	150,005	171,938
Veteran's Services	137,240	214,580	180,254	157,089	159,007
Recreation Enterprise Fund	266,400	282,895	375,188	392,929	424,688
Veterans' Memorial Rink	312,386	335,317	384,025	398,150	421,513
Sub-Total	1,510,505	1,713,343	1,894,492	1,630,030	1,772,713
Education and Libraries					
Libraries	1,456,107	1,595,258	1,616,142	1,449,803	1,510,638
Arlington Public Schools	29,232,816	30,828,677	32,000,100	29,995,980	32,182,612
Minuteman Regional High School	1,744,487	1,964,543	2,106,883	2,008,143	2,140,851
Sub-Total	32,433,410	34,388,478	35,723,125	33,453,926	35,834,101

FINANCIAL MANAGEMENT SERVICES

BUDGETS

Department	Fiscal Year				
	2001	2002	2003	2004	2005
Public Works and Environmental Quality					
Public Works	6,784,280	6,748,204	6,754,259	5,892,276	6,194,007
Water / Sewer Enterprise Fund	11,018,514	11,990,224	12,491,712	12,854,323	13,667,709
Sub-Total	17,802,794	18,738,428	19,245,971	18,746,599	19,861,716
Community Safety					
Police Services	3,852,536	4,735,297	4,856,628	4,610,278	4,734,901
Community Service Administration	245,370	285,403	291,028	290,534	302,851
Fire Services	4,389,799	4,773,800	4,757,069	4,391,069	4,533,811
Community Safety Support Services	666,550	698,877	728,035	604,576	628,358
Street Lighting	522,500	422,500	422,500	422,500	250,000
Sub-Total	9,676,755	10,915,877	11,055,260	10,318,957	10,449,921
Community Development					
Planning and Community Development	189,267	206,262	207,061	187,710	166,919
Redevelopment Board	302,045	338,426	340,727	328,166	391,895
Zoning Board of Appeals	17,896	19,570	19,570	19,658	20,887
Inspectional Services	230,581	271,118	301,852	295,599	301,636
Sub-Total	739,789	835,376	869,210	831,133	881,337
Town Clerk and Elections					
Town Clerk	181,610	183,398	192,594	190,405	197,480
Registrar of Voters	91,341	91,939	91,838	50,326	53,987
Elections and Town Meeting	86,662	51,075	94,861	75,163	112,042
Sub-Total	359,613	326,412	379,293	315,894	363,509
Fixed Costs					
Insurance	7,537,560	8,937,222	9,866,390	12,460,008	10,422,985
Pensions	5,261,917	5,038,086	5,093,726	5,552,386	5,647,922
Long Term Debt	5,325,094	6,188,078	6,552,441	6,199,555	6,781,130
Short Term Debt	73,075	0	0	0	0
Capital Budget	638,206	645,262	656,853	757,120	626,000
Reserve Fund	200,000	300,000	300,000	400,000	300,000
Sub-Total	19,035,852	21,108,648	22,469,410	25,369,069	23,778,037
TOTAL	84,834,484	91,362,406	94,926,433	93,644,304	96,162,480

FINANCIAL MANAGEMENT SERVICES

Recapitulation of the Fiscal Year 2005 Tax Rate

\$10.94 / \$1,000 of Assessed Value

DEBITS

Appropriations	\$102,318,337
Court Judgments	\$27,772
Cherry Sheet Offset	\$450,584
Revenue Deficits	\$74,017
State and County Charges	\$2,682,860
Snow and Ice Deficit	\$51,126
Allowance for Abatements & Exemptions	<u>\$591,196</u>
Total Debits	\$106,195,892

CREDITS

State Receipts	\$15,389,872
Local Receipts	\$18,344,280
Free Cash	\$1,814,803
Other Available Funds	\$4,426,968
Overlay Surplus	<u>\$500,000</u>
Total Credits	\$40,475,923

Amount to be Raised by Taxation	\$65,719,969
Town Property Valuation	\$6,007,309,836

Setting the Tax Rate: Divide the **Amount to be Raised by Taxation** by the **Town Property Valuation**, then multiply by 1,000

$$(\$65,719,969 \div \$6,007,309,836) \times 1,000 = \$10.94$$

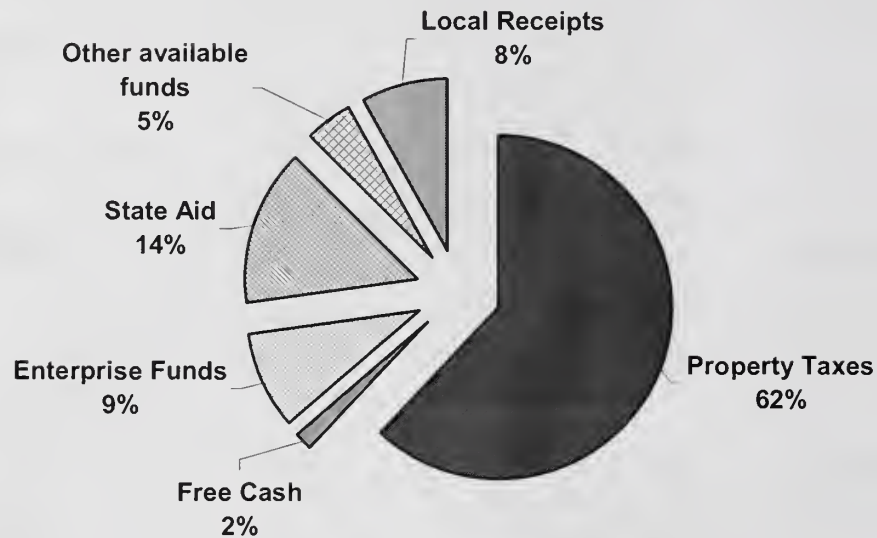
Source: Tax Rate Recapitulation Sheet

FINANCIAL MANAGEMENT SERVICES

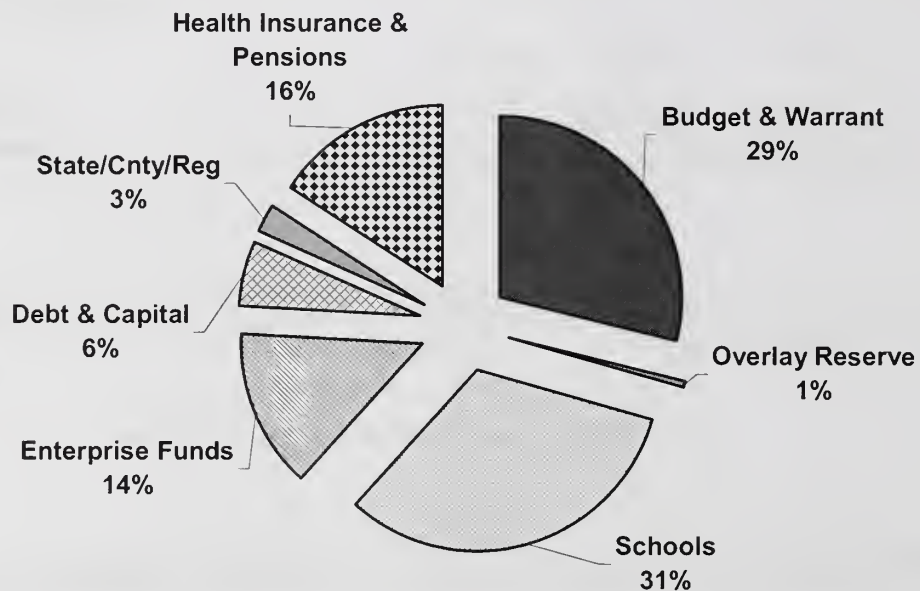
Revenues And Expenditures

Fiscal Year 2005

WHERE IT COMES FROM



WHERE IT GOES



HUMAN SERVICES

ADMINISTRATION

The mission of the Department of Human Services is both to provide a safety net for Arlington citizens experiencing difficulties in their lives and needing help with those difficulties and also to promote the health and well being of Arlington citizens.

To fulfill that mission, the department is comprised of six divisions, including ADA Office, Board of Health, Council on Aging, Housing Program, Recreation, Veterans' Services, and Youth Services

Each division manages several programs with their offices, as follows:

- *The ADA Office (American with Disabilities Act) - co-located with the Housing and Weatherization Office- includes the ADA Compliance Program and the Community Education Program on Disabilities.
- *Board of Health Division includes the Sealer of Weights and Measures, the Public Health Nurse, the Health Inspections Program.
- *The Council on Aging Division includes the Dial-a-Ride Transportation Program and the Van Transportation Program, the Health Clinics Program, the Grandparents' Support Program, the Caregivers' Support Program, and the Nursing Student Training Program.
- *The Housing Program includes the Affordable Housing Program, the Emergency Housing Program, and the Weatherization/Low-Interest Loan Program.
- *The Recreation Division includes the Recreation Department, the Sports Center Memorial Rink, the Field Permit Program, the Field and Playground Improvement Program.
- *The Veterans' Services Division includes the Veterans' Aid and Assistance Program, the Veterans' Referral and Information Program, the Flags on Graves Program, and the Veterans Parade and Memorial Programs.
- *The Youth Services Division includes the Arlington Youth Consultation Center-a community mental health center for children, adolescents, and families-, the Clinical Training Program for graduate students, the Sand Therapy Program, the Outward Bound Program, the Domestic Violence Prevention and Support Program, the Grandparents Support Program, the Child Assault

Prevention Program, and the Alcohol and Drug Education Program.

In support of these divisions in Human Services there are six boards and commissions representing the various constituencies of the community. Members of these volunteer groups are appointed by the Town Manager and approved by the Selectmen. One exception to this appointment procedure is the Human Rights Commission, which has three appointing authorities – the Town Manager, the School Committee, and the Town Moderator. The seven boards and commission in the Department of Human Services are the following:

Board of Health
Board of Youth Services
Council on Aging
Disability Commission
Human Rights Commission
Parks & Recreation Commission

The mission of the Department of Human Services was carried out in a true teamwork model in June, 2004. The Arlington community was faced with a serious health crisis – a Hepatitis A scare – emanating from the Hepatitis A diagnosis of a food server at a local restaurant. Within two days all parts of the entire Department worked under the direction of the Board of Health to plan and implement a Hepatitis A inoculation program. Thousands of Arlington residents and people from the entire New England area received an inoculation against Hepatitis A. This emergency inoculation program was a model for other inoculation programs in the state over the summer of 2004.

Indeed, the mission of the Department of Human Services, i.e. providing a safety net to citizens and also promoting the health and wellbeing of Arlington citizens- was truly met through this team effort.

WHITEMORE-ROBBINS HOUSE

The Whittemore Robbins House had a very successful year in 2004. It was the second-highest income-producing year for the house – second only to the Millennium Year of 2000. The house was the site for the following events:

Parties	17
Memorials	2
Weddings	20
Conferences	3
Bat/Bar Mitzvah's	3
Fundraisers	1
Breakfasts (Chamber)	3
Taste of Arlington (Chamber)	1

HUMAN SERVICES

Recognition Meetings

4

- *Bike Committee Awards
- *Arlington Cultural Council
- *Vision 2020 Annual Meeting
- *Library Staff Luncheon

A special event at the house in June, 2004, was the retirement party for Alan McClennen, Director of Planning. A very festive celebration under the tent was given to Alan with 200 of his friends, family, and colleagues attending the occasion. Alan was sent off in high fashion on his new bicycle (retirement gift from the crowd) to the Cape Cod Bicycle Trail.

A second special event at the house occurred on a beautiful fall day in October, 2004. This was the second running of Taste of Arlington. Fifteen of Arlington's finest restaurants plied their food wares for food-savvy Arlington residents. In addition, a silent auction to benefit Arlington's Food Pantry was laid out in the dining room of the house. The silent auction netted several thousand dollars for the food pantry.



"A Taste of Arlington" Participants

During 2004, the house was spruced up with a fresh coat of paint on the exterior walls, a fresh coat of paint on many interior walls, some new windows in the parlor and play room, and fresh floor treatment in the double parlors. The Robbins Cottage was outfitted with a new gas furnace – replacing the old oil burning one – and a new chimney. The house continues to be self-sufficient and covers all these expenses with the revenues.

Finally the grounds of the Whittemore Robbins House, including the Winfield Memorial Gardens, benefited from a major work effort from community volunteers this year. The Town Hall Gardens

Stewards Group was formed in 2004. This crew of eight to ten volunteers gave hundred of hours of volunteer effort to the grounds - pruning overgrown trees and shrubs, re-planting shrubs, battling invasive species, planting ground cover, weeding, and generally maintaining the beauty of these historic gardens. The gardens are regaining some of their earlier beauty as the original structure and design become more apparent. They were indeed resplendent for the July 1st party recognizing Selectman Charles Lyons as president of the National League of Cities.

So the Whittemore Robbins House continues to be a beautiful site for special occasions honoring Arlington residents and helping them celebrate important events in their lives. The Robbins family would be proud!

ARLINGTON YOUTH CONSULTATION CENTER

The Arlington Youth Consultation Center (AYCC) continued its therapy services, referral services, and psychopharmacological services to Arlington children, adolescents, and families in 2004. Approximately 344 people were helped in 2004.

Arlington families ask for help with a variety of family issues. These issues include domestic violence, alcoholism and substance abuse, separation and divorce, single-parenting, chronic mental illness, poor school performance, special needs, suicidal ideation, and chronic physical health problems.

The AYCC staff counselors employ a big bag of counseling techniques to engage clients in a helping relationship and to provide therapy to them. Kids and adolescents often do not feel comfortable using just the talk medium in therapy. So having a "bag of tricks" to use helps them engage in the process of meeting with an adult and exploring the difficulties they are experience. These "bags of tricks" used at AYCC include project adventure approaches, sand play therapy, expressive therapies (i.e. art and music therapies), cooking therapy, activity groups, and traditional play therapy. The response to these approaches has indeed been quite successful and most children and adolescents do respond favorably to them – engaging in a helping process that relieves some of their pain, gives them support for difficult family situations, and steers them in a more positive direction for their lives.

Concurrently, many adults referred to AYCC are in fact comfortable with the talk medium and make good use of that approach. Specifically AYCC offers three very important support groups – two for women who have experienced domestic violence and one for grandparents with custody of grandchildren. In fact one great-grandmother with custody of her young

HUMAN SERVICES

great-grandson attends that support group. The changes that these members of the support groups make in their lives are testimony to the power of group sharing and group advocacy. Women leave behind the trappings of domestic violence and carve out self-sufficient lives for themselves and their children. Grandparents save their grandchildren (and great-grandchild) from the foster care system. The changes and sacrifices that these people make are humbling to observe.

BOARD OF YOUTH SERVICES

The Board of Youth Services continued its service to Arlington in 2004, overseeing the functions of the Arlington Youth Consultation Center, the functions of the Alcohol and Drug Education Program, and extending its support to other youth-serving programs in Arlington.

The members of the Board are appointed by the Town Manager, with approval from the Selectmen. The nine-member Board meets monthly during the academic year.

All the members of the Board do much networking within the town to enhance the services offered to youth and families. For example, two members of the Board are volunteer leaders of the support groups offered for women of domestic violence. Six members of the board volunteer as CAPP volunteers, offering the Child Assault Prevention Program to all first and third graders in the Arlington school system. One member cross-coordinates with the St. Agnes St. Vincent de Paul Society, the Arlington Food Pantry, the Arlington Employees Credit Union, and St. Agnes Church to provide monetary food support to residents and to AYCC clients in need of help. Two members coordinate with health care systems in the area, one of which has resulted in employment in those systems for AYCC clients. Four of the members represent direct cross-collaboration with the Arlington school system, furthering our close working relationship with the Arlington schools. One member coordinates with Arlington's Affordable Housing Program and with one of the churches in the area to enhance our connection to the housing programs in Arlington. And one member coordinates with Arlington's Emergency Housing Program.

These networking efforts that are employed by the members of the Board of Youth Services exemplify the level of commitment that they have given to provide services and help to Arlington children, adolescents, and families. They are truly a part of the Community of Caring that is Arlington.

COUNCIL ON AGING

The mission of the Council on Aging (COA) is to provide advocacy and support services to help Arlington elders live dignified and independent lives.

The Council's primary responsibilities are to identify the unmet needs of the community's elder population; to design, promote, or implement services to address such needs; and to coordinate existing services in the community.

Significant changes in the senior services field have taken place this year. Much effort at the Council on Aging has been to bring information regarding these changes to the seniors and their families. The Medicare Modernization Act of 2003 heralded the most significant Medicare changes since the beginning of the Medicare Program. Also, Massachusetts has redefined and expanded its Elder Abuse Reporting & Elder Protective Service Programs. Direct services have continued in response to the growing needs of seniors, particularly the frail and homebound. Service providers, both public and private, are finding that demands for services are increasing while funding and support are decreasing. Despite such challenges, the COA has moved forward through significant agency accomplishments for 2004:

- Prioritized the needs of Arlington's elders and their families, in light of decreasing resources, and directed service and program efforts where they were most needed.
- The COA held a well-received public forum in July to address and clarify planned Medicare changes, with speakers from local, state and federal agencies. Upcoming changes in the Medicare program were announced, along with the introduction of the Medicare-approved Prescription Discount Card Program.
- 14% increase in the number of COA volunteers in the past year, in service areas such as medical escorts, friendly visitors, tax abatement assistants, health benefit counselors, health & wellness volunteers, intergenerational task force volunteers, and S.H.I.N.E. volunteers. COA volunteers gave 6,600 hours of service this year to the Town's elderly through the Council on Aging.
- Increased participation in COA health & wellness programs under the direction of the Geriatric Nurse Specialist.
- Due to a successful pilot program the previous year, established a permanent COA subsidy program, the Charles Sevoyan Dental Subsidy Program, to begin to address senior's dental needs.

HUMAN SERVICES

- Secured significant grant funding in the areas of client medical transportation, outreach effort (brochure printing), van replacement.
- Produced a third (updated) printing of the COA's Directory of Senior Services.
- Advocacy on issues affecting seniors continues at the local, regional and state level.
- Through the agency's lift-equipped vans and the subsidized taxi program, provided over 10,000 one-way rides for Arlington seniors.
- The COA's local cable television program, "*Golden Opportunities*", received the "Best Informational Series 2004" award from Comcast.

Requests for service remain at a high level in 2004. There was some restoration of staff hours to the Social Worker and Clerk/Secretary positions through increased Town and State funding.

The COA Board saw some membership change, bringing new talents and ideas to an active Council, and study has begun of new initiatives such as S.A.L.T. (Seniors and Law Enforcement Together) and TRIAD programs. The position of Council on Aging Associate Member, a nonvoting position, was approved by the Board and promises to generate more new faces and enthusiasm to the planning effort. Staffing made extra efforts to cover service needs during the flu season and through the holidays.

The Arlington Council on Aging wishes to extend our heartfelt thanks to those who have made donations to our agency this past year, allowing us to continue the important work of serving Arlington's elders in vital areas of need. We are particularly thankful for the grants and gifts from The Elizabeth and George L. Sanborn Foundation for the Treatment & Cure of Cancer (Cancer transportation subsidy), Minuteman Senior Services (Title III grant in support of the COA/AYCC Grandparents' Support Group), The Cambridge Savings Bank (third printing of the COA's Senior Services Directory), The Retired Men's' Club of Arlington (annual Thanksgiving Day home-delivered meals for the homebound), Park Avenue Congregational Church, Park Avenue Nursing & Rehabilitation Center, The Executive Office of Transportation and Construction (grants for new van, and for printing of an elder driving brochure), The Executive Office of Elder Affairs (increase in local funding) and the many individuals who have made monetary or durable medical equipment donations.

Such donations make possible, amongst other things, the continuance of our transportation subsidy funds. These funds use no municipal, state or federal funding. Private donations alone provide much-needed services to those who are unable to afford them. Your kindness and generosity have also made possible the availability of canes, walkers and wheelchairs for those who needed them.

We also wish to recognize those who have volunteered their time and efforts to bring some help to others: our medical escorts, telephone reassurance volunteers, friendly visitors, tax abatement workers, our office volunteers, the Council on Aging Board of Directors, and those who have volunteered their skills and energies for special projects throughout the year. These folks donate time and talent throughout the year and are little noticed by the general public. Yet their contributions, over 6,600 hours this year, are known and appreciated by those who receive their gifts of time, attention and caring.

Initiatives for the new year will be to:

- Increase delivery of client services through volunteers (medical escorts, friendly visitors, tax abatement assistants, health benefit counselors, health & wellness volunteers, intergenerational task force volunteers, S.H.I.N.E. volunteers) by increasing the COA volunteer force by 15 volunteers in 2005.
- Increase client fees for participation in the Dial-a-Ride Subsidized Taxi Program to partially address rising Program costs, increased with new 2005 contract. While Program costs have risen, client fees have remained unchanged for the past three years.
- Increase delivery of social services closer to previous levels by increasing Social Worker's time through Elder Affairs Formula (State) grant and Minuteman Senior Services grant.
- Institute revised participation guidelines and closer stewardship of the COA Sanborn Transportation Subsidy Fund to allow more efficient use of these grant funds in 2005.

FAIR HOUSING

The Fair Housing Advisory Committee is appointed by the Board of Selectmen to promote and implement fair housing for all residence of Arlington, regardless of race, religion, national origin, family status, gender status, age or disability. The Committee, through the Fair Housing Officer, provides information and services regarding housing discrimination and other housing related issues to current and prospective residents, as well as real estate brokers, bankers, and landlords. The Fair Housing Advisory Committee strongly supports the affordable housing efforts of the Affordable Housing Task Force, as a way to promote diversity in Arlington.

One major initiative for the year 2004 was working on the Outreach and Buyer Selection Plan for the affordable condominiums at 264 Massachusetts Avenue. All of Arlington's METCO families were contacted, as well as other diverse organizations in, and outside of, Arlington. The affordable

HUMAN SERVICES

condominiums were also placed in a statewide register of affordable housing.

The second major effort was participation in the New England Black Pages. The Fair Housing Advisory Committee oversaw the creation of an ad that describes Arlington as a welcoming community, which appears in the 2005 New England Black Pages.

The Fair Housing Advisory Committee will continue to work closely with the town's Affordable Housing Task Force to increase affordable housing opportunities in town, and with the Diversity Task Group to make Arlington a friendly place for minorities to live.

The Fair Housing Advisory Committee wishes to thank and acknowledge the contributions of long-time member Wilson Henderson, who left Arlington this year.

AFFORDABLE HOUSING TASK FORCE

The Affordable Housing Task Force (AHTF) was established by unanimous vote of Town Meeting on May 3, 1999. The purpose was to quantify the need for affordable housing in Arlington and find solutions that work. An important part of the Task Force's work is to help the town move closer to fulfilling the statewide goal that 10% of the units in all municipalities be affordable to low and moderate income households.

The major accomplishment of the Affordable Housing Task Force in 2004 was the creation of a "Housing Needs and Strategy" for Arlington. More than half the year was spent studying the 2000 census data, as well as other information, in order to make recommendations for ways to increase affordable housing in Arlington. We learned from the census that, although overall population decreased in Arlington between 1990 and 2000, demands for housing increased because of a decline in household size. And because of the density of existing development in town, the supply of new housing barely grew at all. In other words, more households were seeking to rent or purchase virtually the same number of units. The result is increasing prices and a decreasing vacancy rate.

Following are some of the strategies suggested in the Town's report.

- Preserve affordability of existing affordable housing, such as Millbrook Square
- Create a dialogue with the Archdiocese of Boston regarding reuse of closed churches for affordable housing
- Inventory all vacant land and underutilized properties to look for possible sites for affordable housing
- Look at commercial centers for adding housing that is accessible to public

transportation, and may not need as much parking

- Support creation of affordable housing at the former Symmes Hospital

The report concluded that more affordable housing is needed for many different populations in Arlington, including the elderly, single and disabled, and families. We have made major strides in many of these areas, adding 35 units of affordable housing since the 2000 census, but more work is needed.

In September, 2004, the State Department of Housing and Community Development approved Arlington's Housing Strategy.

The Task Force also oversaw the initial marketing and outreach for Arlington's second affordable homeownership project under its Inclusionary Zoning program. Inclusionary Zoning is a zoning provision adopted by Town Meeting in 2001 that requires all developments with 6 or more units to include 15% of the units as affordable to low and moderate income homebuyers. Four affordable condominiums, located at 264 Massachusetts Avenue, will be sold to moderate income first time homebuyers in the coming year.

ARLINGTON HUMAN RIGHTS COMMISSION

The Arlington Human Rights Commission (AHRC) was created by Town Meeting in 1993 to advance issues related to the fair and equal treatment of individuals and to create a mechanism for addressing complaints arising out of these issues. The mission of the AHRC is to work individually and collaboratively with other groups in our community to celebrate the ever-changing tapestry of our town, and to emphasize, through educational outreach, the danger of intolerance at every level. The Town Manager, School Committee, and the Town Moderator have appointing authority for thirteen members of the commission.

The AHRC began the year by electing Bill Shea as chairperson. Nick Minton was elected to serve as vice chair. Mary Ann Sullivan served as staff assistant during the first part of the year. Marylynn Carnell served as staff assistant in the latter part of the year.

In January 2004, the AHRC took a position supporting the Supreme Judicial Court's historic decision in *Goodridge v. Dept. of Public Health* which held that same-sex couples have the right to marry in Massachusetts. In January and February, the Commission wrote and published two articles in the *Arlington Advocate* concerning same-sex marriage. The first provided a detailed explanation of the *Goodridge* decision and the second featured Arlington couples who would be affected by the decision.

The AHRC continued its Arlington Dialogue series this year by hosting two events. In March, the

HUMAN SERVICES

Commission hosted a community dialogue "In Support of Gay Marriage," a moderated panel discussion that included community members, clergy and an attorney who worked on the Goodridge case. In October, the AHRC hosted a "Meet the Candidates" event in which the candidates for the Seventh Congressional District race were invited to share their positions on various human rights issues.

In the Spring 2004, the AHRC reached out to Arlington's Metco program by inviting the Metco Coordinator to attend a meeting. Following the meeting, several Commissioners attended the June meeting of Arlington Metco parents that was held in the Dimmick Community Center in Dorchester.

In an effort to increase visibility and awareness, the AHRC once again staffed a booth at Town Day in September, distributing informational brochures and answering questions. The AHRC also worked to increase visibility by including a one page pamphlet in the annual Town Census. In addition to providing information about the AHRC, the pamphlet included a one page questionnaire to help the AHRC assess areas that may need to be addressed in its work. The AHRC is currently analyzing the results of that questionnaire.

At Town Day, the AHRC raffled gift certificates to many restaurants in town. Proceeds of the raffle will be directed to help fund educational programs in the Arlington public schools that are related to the AHRC's mission. The AHRC also contributed to the town's Martin Luther King Birthday Celebration.

The AHRC continues to maintain records of hate crimes and incidents and work in cooperation with the Police Department in order to track the frequency and severity of such events in Arlington. In 2004, the AHRC met with the Police Chief to address an occurrence of the distribution of hate literature in Arlington in 2004. The AHRC also met with the Chief to learn the Arlington Police Department's response to Boston Globe reports of racial profiling in traffic stops throughout Massachusetts cities and towns.

During the year, one complaint was formally filed with the AHRC, and a team of investigators worked to resolve the matter. Commissioners also fielded quite a few phone calls and visits from members of the public who were concerned about violations of their human rights but who ultimately did not file a formal complaint with the AHRC.

In 2005, the AHRC will continue to focus its efforts on keeping Arlington a safe, welcoming community where all individuals are treated with warmth, mutual respect, and acceptance.

COMMISSION ON DISABILITY

In its eleventh year of service, the Arlington Commission on Disability has continued to provide information, referral, guidance, and technical assistance to Arlington officials, residents, public and private agencies, and others to insure that people with physical, sensory, cognitive, and other disabilities have equal access to Town facilities, services and programs. The Commission consists of nine Commissioners, all volunteers. As mandated by State Law, the majority of Commissioners have a physical, cognitive or sensory disability. This mandate brings an intimate and informed understanding of disabilities to the Commission's agenda and ultimate decisions.

Coordination and implementation of the Commission's agenda and goals continues to be handled by Director of the Arlington Office of Housing and Disability Programs. Cooperation between the Commission and this Office is effective and efficient. The Commission continues to occupy office and meeting space in the Senior Center building at 20 Academy Street.

In 2004, the Commission in its efforts to improve sidewalk and crosswalk safety and accessibility installed thirty-four curb ramps along Massachusetts Avenue with Community Development Block Grant Funds approved by the Board of Selectmen. During 2004 the Commission met with the Police Chief regarding the need for a by-law empowering the enforcement of handicapped parking on private property. Town meeting will vote on establishing this by-law. The Commission also met with the Police Chief regarding the enforcement of the Town by-law pertaining to snow and ice removal from town sidewalks. With the support of the Chief the Police Department is now aggressively enforcing snow and ice removal from town sidewalks. The Commission participated with Vision 2020 in obtaining information from Arlington residents regarding access issues.

The Commission and the Massachusetts Office on Disability in 2004 worked with the Peirce School architects and contractors to bring the Peirce School that was built as new construction in 2001 into compliance with the Massachusetts Architectural Access Boards Rules and Regulations and/or the Americans with Disabilities Act Architectural Design Standards.

Educating the community regarding disabilities is an ongoing agenda item of the Commission. The sixth annual Arlington Disability Commission newsletter was published in order to provide information about the Commission's projects and disability laws. In addition to the annual newsletter the Commission has a bi-monthly column in the Arlington Advocate. The Commission participated in Town Day to acquaint the public with its role and to disseminate information

HUMAN SERVICES

about the Americans with Disabilities Act and accessible town programs and facilities.

Coordination and sharing of information and ideas between the Arlington Commission on Disability and Commissions from neighboring cities and towns is ongoing. The Arlington Disability Office, in concert with the Commission, works to resolve citizens concerns and complaints. Follow-up is done through the Disability Office using available municipal offices and information.

The 2005 agenda for the Commission will continue to revolve around the very clear parameters of the Americans with Disabilities Act, with special attention being paid to improving the accessibility of Arlington sidewalks. The Commission will continue to monitor progress being made by the Arlington School Department regarding school facilities and school programs. The Commission remains concerned about final payments being made to architects and contractors prior to project completion.

The Commission meets on the third Wednesday of each month at 4:00 P.M. in the conference room of the Housing and Disability Program Office located in suite #203, at 20 Academy St., Arlington (the Senior Center Building). Meetings are open to the public and citizens are invited to attend to observe or voice their concerns.

BOARD OF HEALTH

The Board of Health Office is located at 27 Maple Street in the Arlington Multipurpose Senior Center, located behind the Town Hall.

Environmental Health Permitting and Inspections

The Board of Health is required by state statutes and regulations to perform many important and crucial duties relative to the protection of public health and safety, the control of disease, the promotion of safe and sanitary living conditions, and the protection of the environment from damage and pollution. Staff annually permit, and regularly inspect restaurants, tobacco retailers, massage therapy establishments, tanning establishments, pools, the ice-skating rink and the bathing beach. Inspectors from the department also follow up on numerous resident complaints relating to nearly any health related issue within the community ranging from trash and dumpster complaints to housing code violations.

Permits issued by the Board of Health in 2004:

PERMIT ISSUED	NUMBER OF PERMITS ISSUED
Food	155
Tobacco	29
Massage therapist	66
Massage Establishment	21
Waste Hauler	11
Funeral Director	7
Tanning Establishment	4
Public Pool	8
Public Beach	1
Ice rink	1
TOTAL	303

Communicable Disease Surveillance

To protect the community against the spread of contagious illnesses, a rigorous communicable disease tracking system is in place. When a doctor diagnoses a resident with a communicable disease, the public health nurse conducts an investigation to determine if further control measures are needed. The illness is then recorded and reviewed to identify and respond to any disease trends of concern.

During 2004, ninety-five communicable diseases were monitored. Other efforts for disease prevention during 2004 included immunization clinics such as influenza vaccine clinics in the fall where over 700 elders were vaccinated. The 2004 influenza vaccination season was slow to begin due to a nationwide shortage of vaccine after a vaccine production failure in England. The Commonwealth of Massachusetts provided the Board of Health with a sufficient number of doses of vaccine to vaccinate the highest at risk within the community.

Hepatitis A

In June, the Board of Health organized immune globulin clinics to prevent the spread of hepatitis A after two food handlers from two local food establishments were diagnosed with the virus. The Arlington clinics were the largest immune globulin administration clinics in state history. In total, over 2,800 persons received a dose of immune globulin at the Arlington clinics where all town departments pulled together to respond to the event. Town departments that contributed to the response included, the Department of Public Works, Police Department, Fire Department, Council on Aging, Town Manager's Office, Personnel Office, Veteran's Services Office, Planning Department, School Department, Recreation Department and Human Services Department.

HUMAN SERVICES



Claire Lewkowitz RN, Ottoson School Nurse, administered immune globulin at clinic

Additionally, nurses and staff from neighboring communities pulled together to assist Arlington in responding to the clinics. Communities that contributed to the response included, Cambridge, Belmont, Lexington, Watertown, Brookline, Boston, Wellesley, Hanover, Randolph, Dracut and Westford. Additionally clinic assistance was sent from, Mount Auburn Hospital, Emerson Hospital, Renaissance Health, Arlington Visiting Nurses Association and the Boston University School of Public Health.



Fire Department Personnel at clinic assisting the Board of Health Left to right: Fire Fighter Corbett, Deputy Chief Springer and Lieutenant Kelly

The Arlington immune globulin clinics have served as a case study across New England for public health emergency preparedness trainings.

Communicable Diseases monitored by the Public Health Nurse

COMMUNICABLE DISEASE	# Of cases 2003	# Of cases 2004
Campylobacter Enteritis	7	7
Chicken pox	1	1
Cryptosporidiosis	2	0
Ehrlichia	1	0
Giardia	6	6
Haemophilis Influenzae	2	0
Hepatitis A	0	1
Hepatitis B	24	21
Hepatitis C	21	14
Hepatitis E	1	0
Legionellosis	1	3
Lyme Disease	11	4
Meningitis	1	1
Pertussis	10	18
Salmonella	6	4
S.A.R.S.	1 (suspect case)	0
Shigellosis	2	3
Strep pneumonia invasive	4	5
Group A strep	1	0
Group B strep	2	0
Tuberculosis	3	6
West Nile Virus	1	0
Yersiniosis	0	1
TOTAL	108	95

Childhood vaccines are provided to pediatric health care providers free of charge through the Vaccines for Children Program that is sponsored by the Commonwealth of Massachusetts. Through this program all children, regardless of a family's ability to pay, will have access to necessary vaccines. The Arlington Board of Health is the local vaccine depot for the State.

The three member Board of Health meets on a regular basis. During meetings, environmental health concerns are addressed and public hearings and policy review is performed. In 2004 the Board of Health amended the Tobacco Regulations to prohibit smoking within 15 feet of the public libraries. The department received a skin cancer awareness grant from the Massachusetts Health Officers Association to educate children in the Recreation Department summer programs about the dangers of exposure to the sun. Arlington has a slightly higher incidence of skin cancer than the state average. In 2004 the Board of Health received federal bio-terrorism preparedness funding that was used to train staff as well as improve local public health infrastructure.

HUMAN SERVICES

Sealer of Weights and Measures

To ensure compliance with the Consumer and Merchant Protection Act, the Sealer of Weights and Measures conducts inspections of all scales, scanners, and dispensing equipment. This includes retail stores, gas stations, oil trucks and food establishments. The Sealer responds to all consumer complaints to ensure fairness and accuracy.

Impact Report 2001-2004 for Gas Stations and Home Heating Oil Trucks

Year	Consumer Savings	Merchant Savings
2001	\$13,398.20	\$2,486.98
2002	\$7,424.05	\$1,754.35
2003	\$3,949.32	\$1,184.67
2004	\$6,634.17	\$8,495.03
Total	\$31,405.74	\$13,921.03

VETERANS' SERVICES

The Department of Veterans' Service for The Town of Arlington is designed to aid and assist veterans and their families as provided by The Department of Veterans' Affairs and The Massachusetts Department of Veterans' Services (DVS) according to Chapter 115 of The Massachusetts General Laws. All eligible veterans and their dependents can seek counseling and assistance with applications for federal and state benefits, financial aid, medical care at VA Medical Centers, educational/vocational benefits and burial benefits. Effective August 28, 2004, The Commonwealth of Massachusetts recognizes all those who served in the military as veterans, regardless of their years of service. War time veterans need only 90 days service, one of which occurred during war time, and peacetime veterans need 180 days of service. In most cases an honorable discharge is required.

In 2004 two projects were initiated to honor Arlington veterans. A memorial honoring Joseph X. Grant, Arlington's first "killed in action" in Vietnam and apparently Arlington's only recipient of The Congressional Medal of Honor, is scheduled to be dedicated on Memorial Day 2005.

Despite the loss of a secretarial position and the added workload of co-chairing and financing the Patriots Day Parade Committee, the office was able to maintain its' efficiency in servicing the over 1,700 veterans and their dependents of Arlington. As a result of interviewing over sixty veterans and/or dependents, a total of thirty-four clients received benefits under Chapter 115. In addition, one Gold Star Parent, one Gold Star Spouse, and two 100% disabled veterans were advised of their eligibility for and are now receiving annuities from the state. The

burial expense for three indigent veterans was also covered under Chapter 115. All expenses under Chapter 115 were reimbursed to the full extent by DVS.

After consulting with over eighty veterans and/or dependents, twenty-four claims were submitted to the VA for both service connected and non-service connected disabilities and/or pensions. Forty-one requests for either in-patient or out-patient care at VA Medical Centers were referred along with burial benefits for thirty-five veterans. All veterans buried in Mt. Pleasant should have received a bronze marker applied for from the Veterans Administration.

Veterans' Services organized, coordinated, and participated in the Memorial Day Parade and the Veterans' Day Parade. It is the responsibility of the Veterans' Service office to decorate the over 5500 veterans' graves in the three cemeteries in town and assure the maintenance of veterans' lots and memorials. Services on Flag Day presented by the Lodge of Elks #1435 were assisted and attended.

Names are continuously being added to the file of veterans to be added to the Veterans' Honor Roll at Monument Square, which will be updated at the conclusion of the War on Terrorism.

The office of the Department of Veterans' Services, located in The Town Hall Annex, is continuing to purge old files and improve computerization, while reaching out to advertise benefits and advocate for volunteer opportunities at the Bedford VA Medical Center.

RECREATION DIVISION

In 2004, Arlington Recreation offered a multitude of safe, quality programs and facilities for all residents of the Town of Arlington. We welcomed three new staff members to Arlington Recreation.

Improvements to facilities continue to be a priority. Arlington Reservoir continued its effort to ward off Canadian geese with a temporary fence and Border Collie program. The Sports Center received several improvements to include the following; team logo's in the lobby, skate rental room moved closer to cashier booth, and skate sharpener tuned up and training held for five staff. We continued the marketing and advertisement plan.

As the popularity of our activities grow, so too the demand for facilities and additional staff. Participation in a variety of youth sport programs has increased resulting in more offerings throughout the year. Skating is still one of our most popular activities with ice time at a premium during peak season.

The Arlington Recreation staff work professionally with residents to meet their changing recreational needs. New programs in 2004 included: adult yoga, yoga for kids and their parents, girl's volleyball, floor hockey for teens, adult skating lessons, oil painting for

HUMAN SERVICES

adults and new martial arts program. Many traditional programs were also modified to meet the increasing demand and changing needs of program participants.

Arlington Recreation provides excellent customer service by offering several ways to register for programs. Walk-in, mail-in and on-line registrations allow residents and non-residents to sign up for all our programs. Our registration software has been well received and has increased our efficiency with customers. Arlington Recreation introduced its newest brochure format with much praise from our registrants.

Arlington Recreation collaborates with other town organizations and recreation centers in Arlington to offer town-wide special events. Such events include Town Day, Memorial Day Road Race, Arlington Celebrates and the Winter Carnival. This year we continued to offer the successful Special Needs skate program with the Arlington Catholic HS Boys' & Girls' Hockey teams and Minuteman Tech High School Hockey teams and their coaching staff.

Limited outdoor recreational facilities and playing fields continue to be an important issue facing Arlington Recreation. Arlington Recreation continues to work with both high schools and the many youth sport associations to adopt policy and procedures to assist in the scheduling and maintenance of our playing fields.

In the year 2005 the Arlington Recreation will continue to offer residents quality recreational programming. It is the goal of Arlington Recreation to increase program offerings every season. Arlington Recreation will also continue to work with users of the Arlington Sports Center and town outdoor playing fields to address the increasing needs of the community.

PARK AND RECREATION COMMISSION

In 2004, the Park and Recreation Commission worked closely with the Superintendent of Recreation and various town organizations to improve recreation facilities and develop policies that address the increased demand for Arlington's field and open space use. The commission continued the task of improving the town's parks, playgrounds and open spaces as outlined in the 10 Year Capital Improvement Plan. The commission also developed new policies to address the increased demand and use of open space in the town.

In 2004 the commission and the recreation department welcomed Heather Hogle as Program Coordinator to the recreation office.

Field Permit Policy

The Park and Recreation Commission continued to implement the Field Permit Policy to assist with the growing demands in scheduling and permitting of the

town's fields and outdoor spaces. The policy was amended and approved by the Park and Recreation Commission and the Town Manager in November. The Park and Recreation Commission formed a sub committee called "Field Use Committee". This committee meets several times a year to work together with the Superintendent of Recreation and his staff to discuss usage, maintenance and permitting of playing fields.

Maintenance

Maintaining the town's parks and playgrounds continues to be one of the major tasks facing the Park and Recreation Commission and the Department of Public Works. The number of organizations and teams that use the town open space facilities continues to grow and has resulted in the deterioration of fields. The Department of Public Works has contracted with an outside specialist in field maintenance to provide scheduled seeding, aeration, fertilizer and weed control. It is the hope of the Park and Recreation Commission that all combined efforts will improve maintenance and conditions for the future of playing fields.

Arlington Sports Center

The Arlington Sports Center Improvement sub-committee was established and will meet several times a year to discuss improvements to the Sports Center.

Capital Improvements

The process of identifying and implementing capital improvements to open space areas under the jurisdiction of the Park and Recreation Commission involves establishing a priority of need; application for approval of funding; coordination with open space advocates and user groups; development of plans and specifications by qualified consultants; selection of contractors through the public bid process and construction of the projects. The time of this process varies depending on the availability of funds and the complexity of the project.

The following is a summary of the sites that are currently in the process of planning, design and construction.

Spy Pond Park

In 2001, 2002 and 2003, Town Meeting allocated funds for the renovation of Spy Pond Park. In January 2002, Carol R. Johnson and Associates, landscape architects was selected to update the Master Plan and prepare preliminary and final design plans for the entire park. In 2002 and 2003, meetings were held with the Friends of Spy Pond Park, plans developed and cost estimates prepared to establish the scope and cost of the project. The improvements that are proposed include restoration of the shoreline, the

HUMAN SERVICES

installation of a drainage system to prevent erosion, new paths, selective pedestrian access to the water's edge, emergency boat access to the pond from Pond Lane, new benches, picnic tables and landscaping. The project was bid in the spring of 2004 and awarded to Heimlich Landscaping and Construction. It is anticipated that the project will be completed in the spring of 2005.

Buzzell Field

In 2003, the town allocated \$200,000 for the renovation of Buzzell Field including landscape design fees. Buzzell Field is approximately 3.6 acres and is located on Summer Street between Mill Street and Mystic Street. The area was once a landfill area. There is up to forty feet of unstable landfill resulting in settlement problems. The facilities include two softball/Little League fields, one basketball court and a playground. The site used by Youth Soccer and Pop Warner Football in the fall, Little League, Youth Soccer, Adult Softball and Women's Softball in the spring and Little League Baseball, Adult Softball and Women's Softball in the summer.

The field was renovated in 1979 when the two softball/Little League diamonds, lighting and landscaping were installed. In 1996, a new playground was constructed. The Arlington Playing Field Management Report prepared by Pine and Swallow in 1997 recommended replacement of the turf and modifications to the grading. The presence of an existing sewer line and the extent of compressible or organic fill materials may limit the scope of work the town can afford.

Potential improvements include modification or replacement of the subsoil, re-grading, new turf, underground irrigation system and landscape additions. The design and reconstruction of Buzzell Field has been delayed to permit the use of the field by Arlington High School during the reconstruction period of Pierce Field. It is anticipated that the reconstruction of Buzzell Field will begin in the summer of 2006.

Waldo Park and Playground

Waldo Park and Playground is located in East Arlington between Waldo Road and Teel Street, adjacent to St. Paul's Cemetery. Waldo Park is approximately 1 acre and has a large open play area, a paved basketball court and street hockey area and several pieces of play equipment. The area is highly populated and is somewhat isolated resulting in vandalism and after hours use.

The park was extensively renovated in 1977. The play equipment was modified and replaced within the past ten years. The Selectmen in 2003 allocated \$90,000 of the requested \$150,000 in Community Development Block Grant (CDBG) funds for upgrades and improvements to Waldo Park and Playground

including landscape design fees. An additional \$50,000 in CDBG funds was approved in 2004. The design for Waldo Park was prepared by Larson Associates Inc., Arlington, MA in coordination with the Friends of Waldo Park and the Park and Recreation Commission. The plan includes new entrances from Teel Street and Waldo Road, new play equipment, refurbished basketball court, drainage improvements, paved walks, seating, picnic tables and landscaping. The project was bid in the spring of 2004. The bids that were received were over budget so the plans were modified and the project will be re-bid in February 2005. It is anticipated that construction will start in the spring of 2005.

Locke Playground

Locke Playground is located on Paul Revere Road in Arlington Heights adjacent to the Locke Condominiums and Massachusetts Avenue. The 10,473 square foot 0.2 acre playground was constructed as part of the Locke School renovation into condominiums in 1981. The playground equipment is in need of replacement and the playground needs to be reconstructed to meet current safety and handicap access standards.

Plans for Locke Playground were prepared by Larson Associates, Arlington, MA working with the users of the park and the Park and Recreation Commission. The scope of work at the Locke Playground includes replacing the existing play equipment, reconstruction of the entrance to the park to make it accessible to persons with disabilities, new benches, picnic tables and landscaping. The budget for the Locke Playground as approved by Town Meeting in 2003 was \$175,000 including landscape design fees and expenses. The project was bid in the spring of 2004. The bids that were received exceeded the budget so the plans were modified and the project will be re-bid in February 2005. It is anticipated that construction of the project will start in the spring of 2005.

Crosby Tennis Courts

The Crosby Tennis Courts are located in East Arlington between Winter Street and Oxford Street. The Crosby playground, field and basketball courts were renovated in 2002. The Arlington Town Meeting approved \$90,000 in Community Development Block Grant (CDBG) funds in 2003 for the renovation of the tennis courts. This was less than the requested \$150,000 amount. An additional \$60,000 of CDBG funds was approved by the Selectmen and Town Meeting in 2004. The project will be bid in February 2005 and will include the replacement of the four existing courts including new structural fill and vinyl coated chain link fencing. It is anticipated that the project will be completed in the spring of 2005.

Bishop Field

The Bishop Field and Playground were renovated in 1976 and a new play structure installed in the 1990's. A new addition was added to the school in 1998; however no additional improvements have been made to the field. The condition of the 2.6 acre field was assessed by Pine & Swallow in 1997. The report noted that Bishop has very silty topsoil and drainage problems. The report recommended modifications to the loam, replanting, irrigation and reconstruction of the diamond and improvements to the backstop and benches.

Menotomy Rocks Park

Menotomy Rocks Park is located off Jason Street near Arlington Center. The park was renovated in 1977 when a small play structure, picnic table, benches and an exercise course were installed. In 1990's, the pond was dredged, restored and the stone wall repaired with the assistance and support of the Friends of Menotomy Rocks Park. The Friends and the Park and Recreation Commission have identified the reconstruction of the entry path as a priority to provide improved access to the park and pond. Other improvements include tree work and restoration of the open field areas. It is anticipated that construction will start in the summer of 2006.

10-Year Capital Plan

The Park and Recreation Commission have developed a 10-Year Capital Plan for upgrades and improvements to the recreation and open space areas that are under the jurisdiction of the Commission. The program is more than fifty percent complete; however a number of the remaining projects are expensive and complicated. Robbins Farm, Spy Pond, Menotomy Rocks Park, Buzzell Field and others will require significant funds to address the problems and potential of these sites. To avoid phasing of the work over many years, the commission will be seeking an increased level of funding that is greater than the amounts that have been traditionally approved by Town Meeting. Alternative sources of funding will be also be explored.



Library Director and The Board of Trustees

The Robbins Library system experienced a year of challenges including a full year of significant cutbacks in services, failure to meet state certification requirements without a waiver due to insufficient municipal funding, and a major flood in January. An 8% decrease in the budget beginning in July 2003 resulted in a loss in hours and a reduction in the materials budget for books, periodicals and audiovisuals that continued throughout 2004. It was also a year of accomplishments including the maintenance of quality library services, receipt of a LSTA grant for a Community Read project, a celebration of the 10th anniversary of the completion of the building project, the development of a three year long range plan for fiscal years 2006-2008 and a high approval rating of library services by users. The Robbins Library system continued as in previous years to sustain high usage by the community despite the loss in hours. The public enthusiastically attended library programs and constantly used the computer workstations for access to the Internet and electronic databases. Residents also accessed the library collections and databases from home. Professional librarians at the Reference Desk, Children's Room and at Fox Library assisted the public in meeting their informational needs through the library's book and periodical collections and with electronic resources.

Service Reductions

These losses included a decrease in hours at the Robbins Library from 67 to 60, closing on Thursday mornings, Sundays and one evening in the children's room, and a reduction in hours at the Fox Branch Library from 4 days to 3 days. The materials budget for books, periodicals and audiovisual materials was reduced in July 2003 by 24% and then level funded in July 2004. Circulation decreased from an all-time high in 2003 by 5% as a result of the loss in hours especially on Sundays. Other service losses that continued throughout 2004 were longer waiting times for new materials to be processed and available to the public, longer waiting lines at the Circulation Desk to borrow materials, reduction in services to young adults ages twelve to seventeen, delays in re-shelving returned materials, difficulty in keeping materials in order on the shelves, limited resources to make the public aware of services and collections, and the

cancellation of all Internet/database training classes for the public.

Because the town failed to meet the municipal appropriation requirement for state aid eligibility, town officials needed to both submit written material and to appear at a hearing before state officials to explain the severity of the town's financial situation. The state granted the town a waiver, but with reservations, due to the disproportionate cut that the library budget received compared to other town departments.

The Fiction Room and Community Room flooded after pipes froze and burst in the attic on Saturday, January 10th. Library staff pitched in over the weekend and due to their efforts, 2000 books were dried and saved. Only 250 books were lost. The two rooms were closed until March to allow for de-humidification of the rooms, installation of new carpets and repairs to the walls and ceilings. Organizations were unable to meet in the community room during this time and children's programs were held at the Fox Branch Library. The entire fiction collection was moved into off-site storage at the former Symmes Hospital and then re-shelved in March. Town Meeting voted emergency money to cover the cost of the recovery efforts. A heating system was installed in the attic area as well as a warning system to prevent any future problems. The library is grateful to the departments of Building Maintenance, Purchasing and Planning and Community Development and the many volunteers who assisted library staff during this emergency.

ACCOMPLISHMENTS

Receipt of Grant

The library has, for two years, co-sponsored a Community Read with the Diversity Task Force whereby all residents are encouraged to read the same book and given the opportunity to share their impressions of it. In 2004, the library applied for, and received, a grant to publicize the program and purchase multiple copies of the book for the Community Read in 2005. Financial assistance for this special project is made possible with Federal funds from the Institute on Museum and Library Services administered through the Massachusetts Board of Library Commissioners.

10th Anniversary Celebration

The library planned a yearlong series of events from June 2004 to May 2005 to celebrate the 10th anniversary of the completion of the library building project. The events included an outdoor family picnic concert with a birthday cake, naming of June as library month in Arlington by the Board of Selectmen, display of photographs of the history of the library and building project, hanging of banners on the flag poles along Massachusetts Avenue, author program, Friends Appraisal program, and Amnesty Month. The

Board of Trustees also is planning more events for 2005.

Long-Range Plan

The library instituted a planning process in 2004 to prepare a three year, long range plan for library services for Fiscal 2006-2008. The process was initiated in April with the selection by the Board of Library Trustees of a ten member advisory board comprised of two trustees, two library staff members and six residents of the town. The library director, an ex-officio member, served as a resource person. The committee reviewed information on the library and the town, discussed community needs, identified strengths and weaknesses of the library, and recommended five service roles to the Board of Trustees. The Board approved these service roles at its June meeting: Commons, Current Topics and Titles, General Information, Information Literacy and Lifelong Learning. The library director and staff spent three months writing the library analysis, community needs, library mission statement, goals and objectives and activities. Department heads participated in a brainstorming session to develop these with considerable input from their staff members. The preliminary document was reviewed by the committee members, community representatives and the Board of Trustees. The Planning Committee and the Board of Library Trustees approved the final document in September.

Appreciation is given to the members of the Planning Committee: Marissa Briggett, Anne Carlisle, Patricia Deal, Cindy Diminture, Mary Margaret Franclemont, Barbara Fulchino, Francis Murphy, Judy Paradis, Robert Scoppettuolo and David Walkinshaw. Thanks are also due to Johanna Gurland and Nancy Goodwin who reviewed the preliminary draft, to the library department heads and staff for their valuable contributions, and to the administrative staff for typing and formatting the document.

Efficiencies

The library staff maintained quality services and assumed new duties despite no restoration of the funding lost in FY03. The per hour circulation increased by 10% despite an overall reduction in circulation of 5% due to the loss in hours open. Staff handled a 90% increase in interlibrary loans to Arlington citizens and other libraries and continued to increase their proficiency with the new automated system. The library continued its participation in the statewide purchasing cooperative bid for library materials and supplies. Staff also implemented a vend printing system for the public computers to insure that municipal funds would not be used to subsidize the public's printing costs. The library enrolled in a program whereby newly published titles of popular fiction authors are received on an automatic basis.

User Satisfaction Survey

Over 500 library users participated in a random user survey that was distributed at the Robbins Library in the summer and fall. The results of this survey indicated that over 90% of the respondents were satisfied or very satisfied with the facility, expertise and helpfulness of the staff, circulating and reference book collections, online catalog and databases, children's programs, and speed of delivery of materials from other Minuteman libraries. More than 75% of users were similarly satisfied with the videocassette collection, the recorded book and music collection, young adult programs, and access to the computers for the Internet, catalog and databases. The areas of dissatisfaction were with the availability of parking and hours of operation. Respondents indicated that Sunday hours followed by Thursday mornings were the top priorities if it were possible to re-instate hours that were lost due to budget cuts.

SERVICES FOR ADULTS AND YOUNG ADULTS

Adults and young adults of middle and high school age utilized the services provided by the librarians in the Adult Services Department for school, work and personal life. The library continued to staff the Reference Desk whenever the library was open to the public and tried to provide two librarians whenever possible during busy hours. Eighteen online databases were provided through the library's participation in the Minuteman Library Network and the Metrowest Regional Library System with municipal funding for eight others. With the public workstations in almost constant use, the staff assisted patrons in the use of the Internet and electronic databases and with troubleshooting equipment. The library recorded approximately 385,000 hits to its web site.

Staff created book and audiovisual displays to highlight the collections and assist citizens in their pursuit of life-long learning and reading enjoyment. A summer reading club for adults continues to grow with an enthusiastic response from the public and funding from the Friends of the Library for a number of raffles. Many local organizations also took advantage of the library's exhibit space in the lobby to publicize their organizations and to present informational displays.

The library actively promoted the town's Diversity Month in October through the distribution of booklists, book displays and the sponsorship of a town-wide "Community Read" of *Whale Rider*. The library offered a Literacy Open House to publicize its new collection of English as a second language materials. Library staff also offered a workshop for small businesses to acquaint them with the business collection and online databases and created several displays of business books. The Local History Room brochure was also updated.

Young adults in grades six through twelve continued to make use of the facility and services. The

Reference Desk staff assisted students with class assignments and bibliographic instruction. Young adults enjoyed several programs appealing to that age group including comic book making and art workshops. Artwork from Arlington High School was displayed in the Young Adult area of the library. Tours of the library were given to several classes from the Ottoson Middle School. Teenagers participated in the summer reading program, enjoyed the Fantasy booklist prepared by library staff and had the opportunity to win raffle prizes funded by trust funds and local businesses. New shelving was installed in the young adult area to make the collection easier to use.

The Community Room and Conference Room were used by ninety local organizations for a total of 666 meetings and programs. Usage decreased from last year due to the unavailability of the room for several months after the flood. The two study rooms were in constant demand by students, tutors, and those using word processing and spreadsheet programs. The Local History Room was used 102 times by researchers with Independent Research Cards.

SERVICES FOR CHILDREN

Children from infancy to fifth grade enjoyed the materials and programs offered by the Children's Department. Materials included books, magazines, books and music on cassette and CD, videocassettes, CD-ROMs, puppets and educational toys. Children and parents participated in 273 activities at the Robbins and Fox Libraries including storytimes, sing-a-longs for infants and toddlers, craft times, toddler programs, Chess Club, and various performances. The library was a co-sponsor of a town-wide recycling contest. The library promoted the annual summer reading program for children with a theme of "The Magical World of Make Believe ". Funding from the trust funds and the Friends of the Library enabled children who participated to choose a free book to keep and to win small prizes. The children's librarians offered assistance to children, parents and teachers in researching homework assignments and for general use of the book collection and the Internet. The public continued to request the very popular graded and subject booklists that are updated annually by library staff. Several new booklists were also prepared this year including Community Helpers, Magic School Bus, picture books for older readers and Latino/Latina. The staff also embarked on a project to re-label easy readers to coincide with the reading levels that the schools assign to make it easier for children and parents to select books suitable to the child's reading level.

The library is very fortunate to have the Anne A. Russell Children's Educational and Cultural Enrichment Fund which sponsors many special

programs for children that could not be afforded through the municipal budget. In 2004 these included a program on the Artic, puppetry, Arlington Philharmonic concert, science and "Children as Illustrators" workshops, family picnic concerts, a storyteller and a magician. The fund also finances the very popular infant-toddler sing-a-longs. The Russell Fund continued to provide kindergarten packets to children to introduce them to the library and baby bundle packets to new parents with information on library services for infants and toddlers.

The public and school libraries continued their cooperative efforts, although the loss of most elementary school librarians has negatively impacted this partnership. The public library maintained collaboration with the schools through letters to teachers, assignment support for teachers and students, extended loan periods for teachers, library tours, preparation of curriculum kits and suggestions for the summer reading lists. The children's librarians at the Robbins and Fox presented book talks in the schools and instruction for classes at the library. The Russell Fund continued to sponsor authors chosen by the elementary schools to visit their facilities. This remains a popular program with students and those involved with the town wide Enrichment Committee. As in previous years, the library considered the needs of the curriculum frameworks when selecting materials for purchase.

EDITH FOX LIBRARY AND COMMUNITY CENTER

Children and adults continued to enjoy the services that a branch library provides. The library was open on Tuesday, Wednesday and Thursday but continued to be closed on Fridays, as municipal funds were not available for this. Funding for two of the three days was provided by the municipal budget and one day was provided by private donations through a dedicated and energetic group of volunteers who coordinated the fundraising campaign. In addition to collecting individual donations, they held a fundraiser at a local restaurant, raffles, Town Day table, and a movie at the Capitol Theatre, and continue to sell Fox-T-shirts and tote bags. Children and parents enjoyed storytimes, lap-sit programs, sing-a-longs, craft programs, Mother's Day program, and the summer reading club. Elementary and nursery schools brought classes to the library for stories and instruction. All ages enjoyed the monthly book displays that highlighted the collection and exhibits from community groups and the schools.

BEHIND THE SCENES

Library staff worked diligently to offer quality services to the community. This goal became more difficult with only level funding as it was not possible to restore any of the 5.4 full-time equivalent positions lost in July 2003. The staff continued to learn new

EDUCATION AND LIBRARIES

procedures related to the new automation system that was implemented in 2003 and to participate in Minuteman Library Network meetings and workshops.

The number of items borrowed for library patrons from other libraries and loaned to other libraries for their patrons continued to increase. Despite the fact that the public can request items electronically, the staff must still locate the materials and process them for loan and return. In its role as an education support center, the library continued its efforts to support the curriculum needs of the schools. The Adult Services and Technical Services Departments selected, ordered, cataloged and processed over 17,000 new items including books, magazines, compact discs, audiocassettes, books on tape, videocassettes, DVDs, CD-ROMs, puppets and educational toys. The Circulation Department checked out and returned 528,041 items to the shelves. The staff also completed the cataloging and processing of the Chinese, English as A Second Language and family literacy materials that were purchased in 2003 through a federal LSTA grant. Expansion shelving was installed to accommodate the growing audiovisual collection. The Local History Librarian received fifty-four requests for research assistance in person, by phone, by letter, and by email. The Adult Services Department continued to order various tax forms and serve as a distribution center to assist patrons in filing their state and federal income taxes. The library collected \$65,410 in overdue fines and lost book money that was returned to the general town fund. The library director gave a presentation for the Massachusetts Library Association (MLA) on surviving a budget crisis and served on a public relations committee for the Metrowest Regional Library System. Adult Services staff members gave a presentation for MLA on creating a Chinese collection and wrote the study guide to *A Kiss from Maddalena* by Arlington author Christopher Castellani who won the Massachusetts Book Award for Fiction. Library administration, staff and Trustees worked on updating all library policies to insure they met current conditions. The exterior of the 1892 building was cleaned and re-pointed with capital funding to preserve the building from leaks and water damage. After several years of problems with the heaviness of the interior doors and corrosion of the exterior doors, these were replaced. There are still problems with the operation of the doors so the project has not yet been accepted by the Town.

Library staff prepared the monthly children's newsletter and the quarterly newsletter for adults to keep the public aware of services available to them. Staff also updated the library's web page to keep it timely and worked on the revision of the web page which will be completed in 2005. Other staff activities included selecting, weeding and updating the collection, updating the periodical list, shifting

collections, creating booklists and displays, scheduling the meeting rooms, purchase and processing of the rental book collection, and processing books that need re-binding. All library staff attended an in-house workshop on dealing with difficult situations that was presented by the town's Human Services, Community Safety, and Legal Departments.

The library attempted to meet patron demands for new audiovisual materials despite budget cuts. The Friends of the Library's trial project of a rental DVD collection proved very successful and the proceeds from the rentals will continue to purchase more DVDs.



Board of Library Trustees

Standing (l. to r.): Joyce Radochia, Susan Cronin Ruderman, Katherine Fennelly, Barbara Muldoon, and Patricia Deal. Seated: Francis Murphy

BOARD OF TRUSTEES

The Board of Trustees continued its commitment to sponsor an authors program, administer the trust funds for the optimum benefit of the community, raise private funds to augment the municipal budget and advocate for adequate staffing and delivery of essential library services. The Board approved funding in FY04 for reference books, books on tape, music CDs, videocassettes, multicultural materials, local history preservation, young adult books, children's materials, programs for children, materials for the Fox Library, author program, public relations, volunteer appreciation and staff development. The public enjoyed the presentation of Dr. Perri Klass, a practicing pediatrician, medical director of a national literacy program and author of a medical thriller and six other works of fiction. The Board conducted a mail solicitation of individuals and businesses to raise funds for the collections. Board members also participated in Town Day by staffing a table providing information on library activities and resources.

FRIENDS OF THE LIBRARY

The Friends of the Library, a citizen support group for the Robbins and Fox Libraries, remained active, with new and renewing members numbering 315. An

EDUCATION AND LIBRARIES

annual meeting was held in April, at which new officers were elected and the newly-revised by-laws were approved. The Friends' book sale room on the library's fourth floor continues to be a haven for bibliophiles and an ongoing source of support for the Friends group. The Friends scheduling of three indoor book sales this year in the Community Room proved very successful. The first indoor sale was held in the spring followed by the annual Town Day sale in September. In December a "treasures sale" was offered with many new and high quality items for sale. The profit from the three sales was the highest in the Friends' history. These funds plus the proceeds from the DVD rentals allowed the Board of Directors of the Friends to vote a record amount of money in November for library materials to assist the town in meeting state aid requirements. The Friends continued their programming efforts, beginning with a program on the Blizzard of '78 offered by Michael Tougas. In November the Friends sponsored a very successful fundraiser, an appraisal evening conducted by Stuart Whitehurst of Skinner Inc. This was a very informative and entertaining event and people have requested that it be held again.

VOLUNTEERS

The Robbins and Fox Libraries once again benefited from the assistance of dedicated volunteers who shelved books and audiovisual materials and performed additional tasks as assigned. These 27 volunteers, who donated a combined total of 1,330 hours are: James Battel, Corinne Baldwin, Erica Cavin, Margaret Cheverie, Carol Clark, Julie Feiler, Oksana Galchanskaya, Kim Haase, Debbie Hayes, Michael Jackson, Gert Kovar, Beth Lanigan, Kristin Lin, Christopher Luca, Jacqueline Murphy, Emily Osmun, Carla Paes, Kevin Ridge, Roberta Selleck, Eileen Shanahan, Jignasa Trivedi, Renu Tungar and Barbara Wagner. The library is grateful to the efforts of several volunteers who assisted with shelving books after the flood including Anu Alapatt, Beverly Brinkerhoff, Carol Clark, Maryanna Foskett, Kathy Fennelly, Kim Haase, Jean Keller, Diane Malin, Barbara Muldoon, Doris Powell, Joyce Radochia, Hillary Rappaport, Dolores Schueler, Alice Seelinger and Paula Spencer. Special recognition is given to Beverly Brinkerhoff and Alice Seelinger who again this year brought friendship and library materials to the homebound on a weekly basis. Susanne Blair committed many hours to the organization of the ongoing book sale and, with Catherine and Mary Gryniewicz, sorted and prepared materials for the annual sale. Also participating in the spring and Town Day sale were volunteers Colin Blair, Susie Barbarosa, Maureen Dolan, Don Feinman family, Kathy Fennelly, Margaret Fitzgerald, Carolyn Frankovich, Helen Krikorian, Ken Larsen, Judith Lilienfeld, Alice McGinty, Maura McLaughlin, Frank Murphy, Sally Naish, Marcia Nolan, Maureen Rekrut,

Stephen Sanzo, Estelle Shweddock, Hannah Simon, Skye Stewart, Aimee Taberner and Wendy Watson.

DONATIONS

Citizens, businesses and organizations donated over \$25,000 to the library in Fiscal 2004. These donations help alleviate the \$45,000 reduction to the library's materials budget that occurred in FY03. The library acknowledges with appreciation these gifts which allow for the purchase of books and audiovisual materials which could not be afforded through the municipal budget.

The Friends of the Library donated over \$12,000 to the library for membership to five museums, audio books in CD and cassette formats, non-fiction VHS video sets, circulating and reference books, multicultural materials, book and prize giveaways for the children's department, multifunction printers, shelving for the young adult area, archival storage, and a public computer and book/tape/CD kits for the Fox Branch.

The Friends of Fox raised 45% by December 2004 of the \$20,000 needed to keep Fox open an additional day per week for Fiscal 2005 and intends to continue fundraising to meet the goal by June.

LOOKING AHEAD

In Fiscal 2006 the library faces the challenge of providing quality library services with the continued problem of diminished resources. Library administration and the Board of Trustees had hoped to restore some of the services and hours that were cut back due to reductions in the municipal budget in fiscal 2004. Increases were requested for Sunday hours, one day at Fox, and more staff for shelving materials and processing new books. This budget included a request for \$89,000 to avoid losing state certification and state aid and for an increase to the materials budget to facilitate meeting the state requirement on expenditures for library materials. If the municipal budget does not meet state requirements then the library will apply for a waiver for the third year in a row.

The library will continue to face the challenge to maintain a sufficient funding level to expand its book and audiovisual collection, keep pace with technology and introduce new media. Providing the residents of Arlington with a high-quality contemporary library system will become even more difficult with dwindling financial resources.

Library administration and the Board of Trustees will endeavor to provide funding for the continued expansion of the audiovisual collection as requested by users. The Friends of the Library will continue its very popular rental collection of DVDs. The library will maintain its commitment to high quality children's services through the financial support of the Anne A. Russell Children's Educational and Cultural

Enrichment Fund. Participation in the Minuteman Library Network will continue to provide access to the World Wide Web and electronic databases. The library will continue to replace and upgrade network equipment, PCs and peripherals connected to the Minuteman Library Network as well as office automation as long as capital funding is maintained. The library hopes to raise private funds to implement wireless technology for the public.

The library intends to use the long-range plan for FY2006-2008 in formulating its budget requests. It is hoped that the financial situation of the Town will improve in the upcoming years so that this plan can be fully implemented. Even when adequate funding is restored, it will require several years to recover from the cumulative effect of repeated years of under funding. Library administration and the Board of Trustees are committed to maintaining a high quality of service so that the library will remain a vital community resource that assists residents in leading satisfying lives.

ARLINGTON PUBLIC SCHOOLS

The Arlington Public Schools enrolled 4,626 students for the 2004-2005 school year. This number includes our home school, special education, and regular education student population. In addition 151 students are attending Minuteman Regional Technical High School. The school operating budget was voted in the amount of \$32,182,612 to support approximately 530 personnel. Over three million dollars was received in grants to enhance the educational offerings to our students. The increase in this budget has allowed some of the educational personnel to be recalled to eliminate many of the directed studies at the high school.

The Arlington Public Schools proudly presented to the public a Consolidated Improvement Plan which blended the requirements of the Federal No Child Left Behind legislation, Massachusetts Education Reform Act, and our locally designed Goals and Objectives which is a definite blueprint for the years to come. This Plan responds to the academic, social, athletic, and emotional needs of our ultimate constituents--the students.

Superintendent Kathleen Donovan, Assistant Superintendent Joanne Gurry, and Director of Special Education Marilyn Bisbicos announced their intent to retire from the Arlington Public Schools at the end of the 2004-2005 school year. Their contributions to the educational attainment of all Arlington students has been continuously based on current brain research, adapted to individual student needs and offered in a competent and caring instructional environment. For this the children of Arlington have been most fortunate. A Superintendent Search Committee was created and Suzanne Owayda was appointed Chair of

this Committee in order to have a new superintendent in place by July 1, 2005. The new superintendent will be instrumental in the appointment of the Assistant Superintendent and the Director of Special Education.

The Peirce Elementary School was completed and opened in September. One year later Principal Marilyn Flaherty retired after fifty years of dedicated service. As soon as the Peirce enjoyed one year as the new elementary school, the walls of the Dallin Elementary School were torn down and the construction of the new Dallin began. It is anticipated that the doors of the Dallin will open by January 1, 2006.

As a result of Dr. Flaherty's retirement, Robert Penta, Principal of the Brackett Elementary School requested a transfer to become the new principal of the Peirce School. Ms. Martha Batten was appointed interim principal of the Brackett for the 2004-2005 school year.

Charles Arlington Skidmore was appointed Principal of the High School effective September 1, 2004. He has started his service with the promise from the Arlington Schools Foundation to financially help the increased professional development opportunities for teachers. This three year commitment will allow many hours of increased opportunities for staff which ultimately improves student achievement.

The five year Coordinated Review conducted by the Department of Education has been completed this year but the report will not be ready by the time of this publication. We are quite proud of all of the hard work and achievement of our staff that participated in this review.

During 2004 the complete policy manual of the Arlington Public Schools was placed on the school website for the information of the public. The policies are continuously reviewed and updated for the web. The student information system was reviewed and analyzed over a two year period. A new Power School system was chosen and shall be implemented during the next school year.

The long awaited cleanup and renovation settlement of the Grove Street Site inclusive of Peirce Field has been signed with the Industrial Parties of Honeywell International, Inc., the Boston Gas Company d/b/a/ Keyspan Energy Delivery New England, Massachusetts Electric Co., and the Town of Arlington. The work has begun and the end is now in sight. Graduation Day, 2005, will see the ceremonies on the new artificial turf installed as part of this major project.

The following staff members retired during the 2004 school year. They represent many years of dedicated service to the students of Arlington. Joan Black, Donald Bockler, Lucile Burt, Kathy Butler, Wendy Campbell, Maria Capone, Eileen Fassanelli, Marilyn Flaherty, Robert Lynch, Sheldon Obelsky,

Evelyn Perlman, June Roche, Peter Scully, Robert Simons, Thomas Vaughn.

MINUTEMAN REGIONAL HIGH SCHOOL

School of Applied Arts & Science

www.minuteman.org

Class of 2004 Graduate Achievement Highlights

- 94% of the Class of 2004 graduated into either college or employment in their field of study.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Cosmetology graduates passed the state board examination.
- 100% of Early Childhood Education graduates were fully certified by the state Office for Child Care Services.
- Health Occupations graduates achieved 100% placement in either college or a job in the field.
- Science Technology graduates achieved 94% placement in either college or their field of study with 100% of biotechnology and electromechanical engineering students attending college.
- Commercial & Human Services graduates achieved 93% placement rate in either college or their field of study with 63% attending college.
- Construction-Trades graduates achieved 97% placement rate with 17 of 47 (36%) enrolled in college and 29 of 47 (61%) entering the workplace in their field of study.
- Student speakers at the Class of 2004 graduation ceremony were Valedictorian John Ehlike of Lexington, Salutatorian Sam DeLuca of Stow and Class President Natasha Williams of Arlington.

Academic Division Highlights

- Minuteman Regional High School sophomores tied for second place in Massachusetts among regional technical schools on MCAS test performance.
- Forty-five students took advantage of college level pre-calculus and calculus courses under an articulation agreement with Middlesex Community College.
- Minuteman students on the Math Team competed strongly at all levels against academically diverse groups of area schools finishing the year ranked in first place in the state vocational conference for the second year in a row.

- A Latin course was expanded to serve the growing number of students interested in medical careers, biotechnology and science.
- A freshman seminar course is being taught on-line with students receiving training in Internet research, writing skills, software application usage and time management.
- The Minuteman Players, the school's drama students, produced and performed a full production of Ray Cooney's British farce, *"It Runs in the Family"*.
- The Special Education Department teamed with mainstream teachers to help students achieve one of the highest levels of special education MCAS "pass" scores in the state.
- Faculty members from English, Guidance, Social Studies and several vocational fields designed another series of Character Education curriculum for use throughout the school.

Science & Technology Division Highlights

- The Biotechnology Academy was again designated an outstanding high school program by the National Center for Career and Technical Education at The Ohio State University in conjunction with the U.S. Department of Education, Washington, DC.
- The Biotechnology Academy formed a new partnership with Harvard University Molecular Biology Laboratory and Children's Hospital and introduced three new components into its curriculum, namely bioethics, cell graphing and forensic science.
- The first state-approved high school pre-engineering program entered its fifth year and graduated its first class of students.
- Electromechanical Robotics students Alex Hatherly of Lexington and Patrick Maloney of Stow took National Third Place in Skills USA National Competition on Team Robotics and Automation held in Kansas City, MO in June 2004.
- Many new business/industry projects were achieved, including - - Verizon supporting with after-school technology training for middle school students, Cognex Corporation of Natick providing weekly on-line interactive training on Visions Systems, GTE helping with new physics units for biotechnology, the Northeast Center for Telecommunications providing grant assistance, a \$80,000 gift from Adept Robots for the Electromechanical Engineering/Robotics program, etc.
- The Environmental Technology students were active in numerous off-campus service projects for such agencies as the MWRA,

EDUCATION AND LIBRARIES

Cambridge Water Department, Bolton Conservation Commission, Sudbury Valley Trustees, Massachusetts Division of Fisheries & Wildlife, U.S. Department of Fish and Wildlife and the Northeastern University Marine Biology Research Laboratory, and the United States National Park Service, Minuteman National Historic Park.

- Minuteman staff members are active and taking a leadership role in working with the Department of Education in developing the vocational Certification of Occupational Proficiency (C.O.P.). They include Maryann Ham serving as state chair for Office Technology, George Taliadouros as state chair for Engineering and Richard Caruso as state vice-chair for Telecommunications.

Construction – Power Mechanics – Building Trades Division Highlights

- The Automotive Technology Department won the industry's Most Outstanding Automotive Program in Massachusetts award for the fifth year in a row.
- Students in Carpentry, Electrical Wiring, Plumbing and HVAC completed construction of the three-bedroom colonial home for the Lexington Housing Authority in partnership with the Lexington Rotary Club.
- Carpentry and Drafting students designed and constructed classroom improvements for the Brooks Elementary and Middle School in Lincoln.
- The Drafting & Design Technology students completed plans for a large garage to be built by Minuteman's construction students in Lexington.
- Student teams completed the reconstruction – from design to construction and installation of the historic cannon stands for the Town Common in Belmont.
- The Automotive Technology program earned the top honors 5-year recertification through the National Automotive Technical Education Foundation (NATEF).
- The Automotive Collision Repair program also earned the NATEF certification.
- The Landscape Management Department won several awards again, including their seventh consecutive First Place at the Annual New England Flower Show in Boston.

Commercial & Human Services Division Highlights

- The Child Development Center and the Early Childhood Education department was recertified by the National Association for the Education of Young Children. Many commercial centers do not receive this

certification for excellence and good practice in curriculum implementation.

- The Culinary Arts Department became a certification site by the American Culinary Federation, awarded in June 2004.
- For the second year in a row, Culinary Arts students won first-place in the annual culinary competition at Newbury College and in so doing earned \$7,000 in scholarships for enrollment at Newbury College.
- As a community service project a team of junior Graphic Communications students worked with the Lahey Clinic in designing and printing a 2005 calendar incorporating artwork drawn by elementary age students who are patients in the "young hearts" clinic.
- Kerry Meister of Arlington, a Culinary Arts Baking student won National First Place in the Skills USA skills competition held in Kansas City, MO in June 2004. In 2003, she earned National Second Place in the same national competition.

Overall School Highlights

- The Boys Basketball team won the division IV state championship after defeating Cathedral 56-47 at a game played on the Boston Celtics parquet at the Fleet Center in Boston.
- A new Freshmen Exploratory program was designed and implemented as a means to ensure that members of the Class of 2008 have a full opportunity to experience each of Minuteman's twenty-three technical programs before choosing a major. This new exploratory program runs half of grade 9 and allows students to develop a better understanding of their talents and interests while exposing them to diverse careers.
- New and/or updated college articulation and advance credit agreements with numerous top colleges in 26 different career areas.
- Community Education services, including After School programs for middle school students, Adult High School services, Evening and Continuing Education courses and Summer School programs and camps, provided to member town residents continued at one of the highest participation and success levels in the state.
- The Facilities Management Department completed major campus renovation and facility improvement projects including conversion to gas heating, upgrading athletic fields, and renovation of the school's administrative offices.
- Numerous staff development efforts focused on obtaining national rather than just state

certification in graphics & digital media, culinary arts, and collision repair (ASE).

Minuteman Students Take Gold and Bronze Medals at National SkillsUSA Competition

Nine students from Minuteman Regional High School represented their school and Massachusetts at a national competition, the SkillsUSA Championships in Kansas City, MO in late June. Three came home with medals and two returned with top ten placements.

Kerry Meister of Arlington took first place and a gold medal in Commercial Baking, edging out other state winners in an all-day competition, during which visitors could watch contestants preparing, baking and displaying more than a half-dozen types of pastry and assorted confections. Kerry accepted her award on stage in the Kemper Arena in Kansas City, among a crowd estimated at 11,000, including competitors from all 50 states and several U.S. territories, advisors, parents, and hundreds of business partners.

In addition to the medal and the cheers of the crowd, Kerry was awarded a full tuition scholarship at the Culinary Institute of America for her first-place win. This was the second trip to nationals for Kerry, who competed in 2003 as a junior and took a silver medal and second place in the country. She admitted that the primary reason for her return was to win the scholarship at the prestigious CIA, where she will continue her studies in baking.

Keynote speaker at the Friday night awards program in Kansas City's vast Kemper Arena, was Newell Rubbermaid CEO Joe Galli, who called the SkillsUSA Championships "one of the most impressive events on the planet." More than 240,000 students compete in 10,000 competitions "to earn the right to make this pilgrimage," he said. He told contestants that each one of them is "in the top two percent in the country just by making it here." He reiterated his company's support of SkillsUSA through a video, a listing of contests the company finances, and by presenting a giant check for \$100,000 to national SkillsUSA director.

Students Create Mobile Kitchen for Boston Crusaders

As the Boston Crusaders Drum and Bugle Corps left in June for their 40-state summer tour, they departed with a new food trailer, thanks to collaboration with Minuteman Regional High School. Students enrolled in electrical, plumbing, HVAC, welding and carpentry career majors transformed an empty trailer into a state-of-the-art mobile kitchen.

In addition to practicing the skills they have learned at Minuteman, students got an education in other areas, since the kitchen is traveling interstate. "We must follow Department of Transportation regulations," said Ernie Houle, welding instructor and

co-project manager with Leo DeSimone, who is also Minuteman's division coordinator for the Building Trades and Power Mechanics Division. "Normally when we build something, we must get permits," Mr. Houle added. "In having to follow federal guidelines, this has been a learning experience for the Boston Crusaders as well."

Students applied problem-solving techniques and called upon their background in science and math to make sure the kitchen plan turned into a workable reality. Boston Crusaders sat in on Sam Cetrano's Applied Physics class, for example, to see five student presentations that sought to answer the question, "What would be the best insulation system?" The trailer provides "cool projects for all departments," said Mr. Houle, bringing together students from different career majors and also integrating technical skills with academic applications. "All four grade levels have had some connection," Mr. Houle said of his welding students. They fabricated a beverage rack system and a compartment to hold propane tanks and also created two sets of portable aluminum stairs.

Future electricians worked on all the wiring, which included installing outlets and lighting, wiring kitchen equipment and putting in the main electrical panel. Plumbing students installed water and gas lines for the cooking center. Carpentry students constructed all the metal and wood framing for the trailer and built kitchen cabinets. HVAC students installed the ventilation system and the walk-in cooler.

Boston Crusaders said they expected the trailer kitchen to serve 56,000 meals to more than 200 touring members and volunteers. The trailer is an 18-wheeler donated by a moving company, and which carries Crusaders equipment as well as the portable kitchen. It replaces an out-of-date kitchen. "Many, many thanks for all the fantastic work by the students and teachers at Minuteman," a spokesperson wrote on the www.crusaders.com web site. Minuteman's school logo will be placed in two locations on the trailer as a "token of how much the Corps appreciates their hard work."

Dr. Ronald J. Fitzgerald Retires as Minuteman Superintendent-Director 1976 - 2004

After twenty-eight years of dedicated service to Minuteman Regional High School, Dr. Fitzgerald announced in January that he would retire at the end of this school year. While his retirement after years of innovative leadership and vision is well deserved he will be surely missed by the faculty, staff, students and parents.

Ronald J. Fitzgerald of Acton, MA earned his bachelor's degree in zoology and his doctorate in educational administration at the University of Massachusetts. Dr. Fitzgerald has over 40 years of experience in public education that began at the Amherst-Pelham Regional Schools where he served

as a high school science teacher, K-12 science coordinator and superintendent of schools. From Amherst he was tapped by Governor Frank Sergent to serve as Executive Director of the Educational Research Council directing curriculum development and career training for K-College public schools and colleges for the Commonwealth of Massachusetts. In 1976 Dr. Fitzgerald was hired by the Minuteman Regional School Committee to serve as the school district's second superintendent and brought to Minuteman a renewed spirit of school-industry innovation, academic excellence and a learning styles approach to vocational education. Over the years, he has also served as an educational consultant to school districts and state agencies across the nation on Total Quality Management (TQM) and accelerated learning and a sought-after visiting lecturer teaching graduate level courses at Boston University, Fitchburg State College, and the University of Massachusetts.

Dr. Fitzgerald is perhaps most well known and respected for his work in quality management techniques and application of brain research to improving learning. His presentations on these topics use research from a wide spectrum of sources and connect that research to a "how-to-do-it" context. He has served as a consultant to many K-12 districts and colleges on brain-compatible teaching and quality management and on their relationship to each other. At Minuteman Regional High School, Dr. Fitzgerald is well respected by staff and students alike for his direction and unwavering support for a teaching environment that demands strong academic-vocational integration.

William Callahan Appointed Superintendent-Director

The Minuteman Regional School Committee, in a unanimous decision, voted to appoint William F. Callahan of Woburn, MA the next Superintendent-Director of Minuteman Regional Vocational School District. Callahan, the current principal at the regional high school, will assume the role and duties of superintendent on September 1, 2004 upon the retirement of twenty-eight year veteran superintendent Dr. Ronald Fitzgerald.

William Callahan has served as high school principal at Minuteman Regional High School since 1980 and was Dean of Students from 1976 – 1980. Prior to that he was employed as an Education Specialist at the Massachusetts Department of Education. Callahan received his Bachelor of Science in Education degree from Northeastern University and his Masters on Occupational Education Administration from Fitchburg State College. He is an active member of the Massachusetts Association of Secondary School Principals where he has served on the Legislative Committee, the Technology in the Classroom Committee and the National Honor Society

Committee and the Massachusetts Interscholastic Athletic Association Committee. Callahan was appointed by his peer high school principals to serve on the Massachusetts Education Reform Commission from 1994 – 2001 representing the interests of vocational school leaders on this important commission whose task was to track the progress of the implementation of the Education Reform Act of 1993 throughout the Commonwealth. Callahan was also an elected board of director and president of the board of the Lexington Town Employee Credit Union from 1981 – 1991. He has also been very active in his hometown volunteering as a youth sports coach, director and board member as well as serving on numerous PTO boards at the elementary and middle school level.

In accepting the honor of being appointed Minuteman superintendent, William Callahan referred to a variety of educational items that he would consider priorities for Minuteman and for himself as the new school district leader. These items include the need to continue the growth of in district student enrollment, maintain and improve our already strong focus on student learning styles, conduct greater collaboration with the school's business and industry partners, renew an emphasis on teacher professional development and the redesign of Minuteman's health and medical careers vocational program. This last item in particular is important to Callahan as he, as principal, began a comprehensive program evaluation of the Health Occupations major and determined that Minuteman Regional High School should be educating a larger number of high school students interested in this field across a broader spectrum of careers, such as pre-medical, dental, veterinarian, nursing and nursing aides, biotechnology and medical research, medical office staff and more.

PUBLIC WORKS AND ENVIRONMENTAL QUALITY

DEPARTMENT OF PUBLIC WORKS

ADMINISTRATION

The Department of Public Works (DPW) is made up of several working divisions: Administration, Engineering, Highway/Water/Sewer, Properties and Natural Resources. With a staffing strength of 129 full-time personnel, it is the goal of the department to provide citizens, boards, commissions and other town departments with superior service and support through the consistently managed efforts of the department.

The department sponsored its first Open House on Saturday, May 22, 2004. The event was an opportunity to showcase our operations to the residents of the Town. The open house included a heavy equipment display, information on recycling, and kids played in the giant sandbox. The PTO Thrift Shop sponsored a flea market/bake sale. Prize giveaways were donated by Waste Management of Massachusetts and Weston & Sampson Engineers.



In addition to the projects and achievements outlined in this report under each Public Works Division, the following initiatives were further developed in 2004:

- The Town signed a new solid waste collection contract with Waste Management of Massachusetts Inc. The department administered the selection process for the new contract and is responsible for managing the contract throughout the year. The contract features a minimum reimbursement to the town on recycled paper and has an expanded yard waste collection schedule.
- The department changed the commercial trash collection program from a sticker based to a pay per bag system. As a result of the new collection system and with increased enforcement from the department, the revenue of this program went from \$20,000 in 2003 to over \$22,000 in 2004.

- The Summer Street Reconstruction Project started in 2004. When this \$3 million state project is complete in 2006 Summer Street will have been completely reconstructed from the Lexington line to Brattle Street. Once completed the town will take over the ownership of the street from the state. The town will be responsible for the maintenance and upkeep of the street in the future.
- New snow and ice procedures were implemented including pretreatment of roads in advance of a storm.



ENGINEERING DIVISION

The Engineering Division of the Department of Public Works continues in its capacity as a service-oriented department supplying support services to various Town departments, commissions, contractors, public utilities, and to the general public. As a part of the Department of Public Works, the Engineering Division works closely with the Highway, Water, and Sewer Division upgrading and improving the infrastructure of the Town by providing surveys, engineering design, construction plans, field layouts, and field inspection services.

Major initiatives in 2004:

- Replacement of 21,000 linear feet of sidewalk, 8,578 linear feet of granite curb on Scituate Street, Newport Street, Ottawa Road, Longfellow Road, Iroquois Road, Shawnee Road, Bonad Road, High Haith Road, and Menotomy Rocks Drive. Paving a finish course of these streets amounting to 7,500 tons of asphalt. Included during the paving phase was Indian Hill Road.
- Striping of centerlines and crosswalks throughout the town using the international layout for crosswalks. Assisted and advised other departments with issues such as traffic counts, handicap ramps, and crosswalks.

PUBLIC WORKS AND ENVIRONMENTAL QUALITY

- Provided input to the developer on the design of the public utility system for Massachusetts Avenue Condominiums.
- Contract development and overseeing the construction of 40 Handicap ramps (\$100,000 of CDBG money).



- Contract development and overseeing the construction of curb and walk betterments (\$50,000).
- Paving included two private ways, Piedmont Road and Hawthorne Road, for which the Engineering Division calculated costs and helped with layouts of the roadway amounting to 1,800 tons of asphalt.
- Assisted the Planning Department with the final phase of Reeds Brook drainage project and the new intermediate and finish grading of the park. This also included the problem of testing and elimination of methane gas within the drain structures.
- Provided input to the developer on the design of the public utility system for Boston Federal Bank on Massachusetts Avenue
- The design of water rehabilitation plans for the East Arlington Area was begun in late 2003. Specifications were completed in August 2004. The new phase consists of Franklin Street, Hamlet Street, Jean Road, Lewis Avenue, Alton Street, Allen Street, Wyman Terrace, Palmer Street, Philips Street, Webster Street and Coral Street, which will be started Spring 2005.
- Provided support for the crack seal treatment program on 30 streets in August 2004.
- Involved with site planning and utility design of the new leaching catch basins in Concord Turnpike area. Assistance was provided by the Arlington and Belmont Planning Departments. The project was completed this past year.
- Provided support to the Transportation Advisory Committee for the purpose of solving traffic problems in the town. These support services include data collection, traffic counts and geometric design improvements to intersections, which included Downing Square, Cedar at Park Avenue.
- The Arlington High School and Town Yard Remediation project started in 2004. This involved the removal of contaminated soils and creating a clean corridor for utilities. This project will continue through 2005.

HIGHWAY/WATER/SEWER DIVISION

The Highway/Water/Sewer Division of the Public Works Department shares in much of the credit for the accomplishments initiated, designed, and planned by the Engineering Division. In addition to performing many of the infrastructure improvements, these sections are responsible for responding to emergency calls on the water, sewer, and drainage systems. Maintenance of these systems is a major responsibility as well. The division also maintains streets, sidewalks, bridges, and any structures in the right-of-way. Services provided in 2004 were snow and ice removal, street sweeping, catch basin cleaning, water and sewer customer service calls, maintenance of town vehicles and equipment, and overseeing solid waste and recycling collection. Specific programs such as Investigations of Claims, Maintaining the Fuel Station, Grease Eradication are but a few of the dozens of programs we are responsible for.



Shown above are international crosswalks

PUBLIC WORKS AND ENVIRONMENTAL QUALITY

Highway/Water/Sewer Division Performance Measurements for 2004

- Installed new catch basin frames and covers
- Continued cleaning Mill Brook to help prevent flooding on a weekly or daily basis, depending on weather
- Crack sealing program - 30 streets were completed
- Installed new cement concrete and bituminous concrete sidewalks throughout various sections of town.
- Cleaned over 3,500 catch basins on town streets with in-house personnel
- Serviced 480 sewer blockages
- Repaired water main leaks at 35 locations
- Repaired water service leaks at 58 locations
- Installed 98 new water services
- Cleaned and repaired 10 sewer mains and pump chambers
- Worked with Fire Department to perform annual fire hydrant inspections
- Replaced 38 fire hydrants
- Replaced 3 main gates
- Repaired frost heaves from April until October
- Maintained a fleet of 316 motor vehicles and equipment
- Street sweeping of all sections of the Town from April to November
- Managed 18,000 tons of solid waste disposal, 5,000 tons of recycling, and 3,300 tons of yard waste disposal
- Collected 113,000 pounds of CRTs from televisions or computer monitors
- Collected 359 propane tanks and 2,354 white goods (washers, dryers, etc.)
- Collected over 400 pounds of sneakers for the Nike Reuse-a-Shoe Recycling Program
- Serviced 665 cars at 8 collections from the Household Hazardous Waste (HHW) collection site on Hartwell Avenue in Lexington

PROPERTIES DIVISION

The mission of the Properties Division is to provide the Town of Arlington with a high degree of quality service in custodial services, maintenance, and improvements to its public buildings and facilities. The division is responsible for the maintenance of thirty-one public buildings, including: Town Hall, all public schools, Jarvis House, Robbins Library, Whittemore-Robbins House, Grove Street complex, and the Fox Library.

The following projects were completed and/or managed by this Division in 2004.

Dallin School

- Repaired several roof leaks
- Repaired condensate pump
- Repaired miscellaneous plumbing fixtures
- Replaced 300 s. f. of floor tile
- Repaired damaged insulated ceiling tiles in Room 2 (entire room)
- Participated in the breakdown and moving of items prior to demolition

Stratton School

- Repaired burglar alarm system
- Repaired miscellaneous roof leaks
- Cleared roof drains and gutters (seasonal) and repaired downspouts
- Replaced "outside oil tank" pipe lines
- Replaced all steam trap cage units
- Rebuilt and installed three condensate pumps
- Repaired ventilation system in basement pump room
- Repaired rooftop ventilation units
- Repaired univents/radiators throughout building as required and replaced five univent motors
- Replaced heating zone valves in lower gymnasium
- Removed and replaced damaged bathroom fixtures and hardware throughout building
- Replace miscellaneous pipe and fittings in crawl space
- Repaired classroom water bubblers as required throughout building
- Replaced thermostats in classrooms and lower gym
- Repaired lighting ballasts as required
- Repaired emergency lighting as required
- Installed electrical circuitry for new copy machines
- Removed asbestos tile and replaced 6,500 s. f. with new vinyl tile
- Installed 620 l. f. of cove base molding
- Extensive window pane replacement throughout building
- Completed miscellaneous carpentry projects (repaired bathroom partitions, door lock/door closing hardware, replaced broken glass, anchored kindergarten furniture, repaired office door of nurse, replaced towel and tissue holders, etc.)
- Replaced ceiling tiles in classrooms and hallways as required
- Refinished both upper and lower gymnasium floors
- Caulked/sealed library and kitchen windows
- Replaced floor tiles by principal's area
- Removed wasp nests

PUBLIC WORKS AND ENVIRONMENTAL QUALITY

- Installed concrete parking bumpers

Brackett School

- Repaired roof leaks
- Repaired rooftop air conditioning system
- Installed sleeper under rooftop ventilation
- Repaired stone wall abutting property
- Repaired building perimeter fence
- Repaired kitchen grease trap assembly
- Repaired several water bubblers
- Repaired several univent leaks
- Repaired bathroom fixture flushometers, unclogged toilets and drains
- Repaired bathroom ventilation
- Replaced boiler room sillcock
- Repaired/replaced outside lighting
- Replaced miscellaneous lighting ballasts
- Repaired emergency lighting as required
- Replaced ceiling tiles
- Repaired front door lock and miscellaneous door hardware
- Installed weather stripping on exterior doors
- Repaired miscellaneous carpet issues
- Replaced all soap dispensers
- Replaced broken glass as required
- Repaired window screens
- Installed window stops throughout building

Arlington High School

- Roof repairs (annual ongoing)
- Repaired rooftop emergency generator
- Opened/closed front lawn sprinkler system
- Removed concrete, repaired steam pipe and repaved kindergarten end of building
- Removed 235 gallon underground waste oil storage tank from auto shop area
- Replaced main door hardware
- Repaired exit doors to playground
- Repaired doors to house "C"
- Installed main gas "tie-in" for boiler conversions in B and F boiler rooms
- Removed asbestos from No. 3 boiler, B Boiler Room, and No. 1 boiler, F Boiler Room
- Cleaned chimneys in both B and F boiler rooms
- Replaced damaged bricks in No. 3 boiler B building and No. 1 boiler F building
- Repaired overheating due to faulty thermostats throughout building
- Repaired univents throughout building as required
- Replaced thermostats as required
- Replaced F boiler room backflow preventors
- Repaired miscellaneous steam leaks throughout building
- Replaced miscellaneous univent motors

- Replaced heat zone valves
- Installed new steam control valves on Kelley water heaters
- Replaced floor tiles in miscellaneous areas
- Installed dishwasher in kindergarten area
- Repaired fixture handles in girls bathroom
- Repaired/cleared floor drain in cafeteria
- Replaced steam traps F building (ongoing)
- Replaced condensate pump B boiler room
- Replaced zone valves
- Replaced compressor filters/belts
- Replaced ball valve and pressure reducing valve in F boiler room
- Tied-in front office air conditioning condensate line to cafeteria drainpipe
- Reactivated existing air line in auto and woodshop
- Replaced backflow preventor in link mechanical room
- Extensive glass replacement (replaced faded lexan with glass)
- Installed wall to wall carpeting in front office and music room
- Insulated pipes in first floor girls bathroom
- Repaired miscellaneous plumbing and fixture problems through building (i.e. broken/leaking pipes, faucet leaks, clogged drains, flushometers, univents, boilers, thermostats, steam issues etc.)
- Repaired condensate pump in carpentry shop
- Repaired condensate pump float activation system in "graduation party storage room"
- Installed insulation on exposed water pipes in F boiler room
- Repaired/replaced building exterior and courtyard lighting
- Installed temporary lighting in F building crawl space
- Installed two outlets in cafeteria
- Replaced four univent motors throughout building
- Installed 24,000 btu air conditioning unit in front office
- Repaired miscellaneous window air conditioning units
- Repaired Red Gym scoreboard lighting
- Completed miscellaneous carpentry projects (repaired bathroom partitions, door hardware, replaced broken glass, anchoring of kindergarten furniture, replaced towel and tissue holders, etc.)
- Checked all doors for proper orientation and installed door silencers
- Adjusted miscellaneous fire doors
- Replaced "pit" railing
- Graduation stage setup and breakdown

PUBLIC WORKS AND ENVIRONMENTAL QUALITY

- Replaced crash bars in hallway doors with pulls and push plates
- Replaced gutters in courtyard (ongoing)
- Caulked sidewalk at Menotomy Preschool and courtyard entrances
- Installed signage (handicap, no trespassing)
- Replaced door hardware and handles
- Replaced wood subfloor in 4th floor hallway, installed 600 s. f. of new vinyl tile
- Replaced ceiling tiles outside Red Gym
- Replaced floor tile in front office reception area
- Removed exhaust and related ductwork from maintenance tunnel and blocked wall
- Resolved miscellaneous "key/lock" issues
- Repaired wall damage due to vandalism in several locations
- Painted principals office, F building utility room, library

Ottoson Junior High

- Repaired fire alarm panel
- Repaired field stone wall on Quincy Street side
- Removed/disposed of collapsed brick facing from existing cement walkway on Appleton side
- Repaired/replaced drain valves on Kelley water heaters
- Resolved miscellaneous "no heat" problems
- Repair miscellaneous plumbing fixtures i.e. flushometers, faucets, drinking fountains, sillcocks, and regularly "snaked" cafeteria drain
- Replaced emergency lighting fixtures and repaired/replaced light switches
- Repaired patio and building exterior lighting
- Installed electrical circuit for additional library lighting and overhead projector
- Repaired roof leaks and cleared roof drains
- Replace ceiling tiles in cafeteria
- Repaired door hardware as required

Thompson School

- Repaired intercom system
- Replace 147 plastic windows with glass
- Installed 4,000 gallon above ground temporary oil tank
- Installed fence and lockable gate around temporary oil tank on Purcell Street side
- Installed electrical circuitry in computer laboratory
- Rewired main electrical panel
- Replaced cage units
- Repaired condensate and sump pumps

- Replaced steam traps throughout building and crawlspace
- Painted teachers bathroom and Room 1, kindergarten

Peirce School

- Repaired roof top air conditioning and exhaust units
- Extended playground fence on Park Avenue Extension side of building
- Installed isolation valve and pressure gages for circulator pump testing
- Repaired main drain and cleared grease trap
- Assembled/adjusted furniture for Dallin School grades 3 and 4
- Replaced all interior door handles with code approved handle

Hardy School

- Installed sleepers on rooftop ventilation units
- Installed new panic hardware on exterior double door, dumpster side of building
- Installed additional handrails in two stairwells
- Purchased and installed glycol feeder for heating system

Bishop School

- Painted one classroom
- Repaired roof leaks
- Built/installed storage unit for main office

All Schools

- Completed AHERA (Asbestos Hazard Emergency Response Act) three-year inspection report for all schools

Robbins Library

- Repaired broken rain leader underground
- Repaired chimney
- Replaced main hvac blower motor
- Replaced lights in reading room and rotunda area
- Installed overflow pan under air conditioning units
- Replaced outside lights as required
- Installed lexan on attic windows
- Removed and replaced ductwork insulation in community room ceiling
- Repaired roof leaks
- Cleared gutters of all debris
- Repaired floor and ceiling tiles
- Repaired concrete stairs and patched areas
- Patched/painted wall in fixture room
- Repaired sprinkler line break
- Painted fiction rooms

PUBLIC WORKS AND ENVIRONMENTAL QUALITY

Robbins Cottage

- Installed new pedestal sink
- Repaired/painted wainscoting in bathroom

Fox Library

- Repaired roof leaks
- Repaired boiler heating system
- Replaced water heater
- Replaced lighting ballasts as required
- Repaired floor sections resulting from sewer backup
- Replaced 500 l. f. of cove base molding

Crosby School

- Replaced steam traps
- Repaired steam pipe leaks

Parmenter School

- Opened/closed playground fountain
- Replaced steam traps throughout building

Gibbs School

- Repaired backflow valve
- Replaced steam traps throughout building
- Repaired two univent coils
- Unclogged drain in basement landing
- Replaced McDonald-Miller pump

Jefferson Cutter House

- Replaced water heater

Town Hall

- Replaced pump motor for reflecting pool
- Wired and installed two ton air conditioning unit and installed related ductwork
- Repaired 14 lights in main hall and miscellaneous light fixture repairs
- Repaired main door light
- Repaired handicap bathroom door
- Recaned 174 balcony chairs
- Hung new window shades
- Repaired roof leaks

DPW Yard

- Ouellette Bldg - Cut drip edge in roof parapet soffit (four sides), removed/replaced window sealant (north side only), built/installed cabinet for gas key computer new location, installed two supply air diffusers and related ductwork in "snow and ice" office
- Garage/Truck Maintenance - relamped and replaced lamp ballasts throughout both areas, replaced backflow preventors, repaired garage door, repaired gas leaks
- Engineering - Replaced Taco pumps on both hot water heaters

Mount Pleasant Cemetery

- Repaired broken water line

Community Safety

- Replaced backflow valve in cooling tower
- Replaced lamps/ballasts as required
- Repaired roof leaks
- Replaced main door
- Repaired cell block locks
- Repaired cell block bench
- Patched/painted front lobby detective's area
- Animal Shelter - installed ten feet of baseboard electric heat and wall mounted electric space heater, repaired hot water heater and replaced water spigots, replaced pull chain light fixtures, installed screening on windows, installed screen door

Fire Stations

- Park Circle - replaced cracked main drain pipe, repaired broken cold water pipes, repaired four radiator leaks, repaired hot water pipes in two locations, repaired faucets, repaired main bay door, retiled shower area
- Central - repaired kitchen faucets, sealed basement windows with lexan, repaired roof leaks, rebuilt shower with new tile and walls
- Highland - installed new toilet, shower, and tile on first floor bath, installed new shower and tile second floor bath, replaced water heater, repaired roof leaks

Jarvis House

- Replaced emergency lights in attic
- Replaced light fixtures in back stairs and law office
- Repaired kitchen cabinets
- Repaired front door lock
- Painted "copy" room

Mount Gilboa

- Repaired main hot water line

Recreation Department

- Rink - repaired backflow valve, installed new bleeder for cold water feed, unclogged men's room and Zamboni room drains
- Reservoir Beach - opened/closed for season, repaired lady's room shower valve

Spy Pond Club House

- Opened/closed for season
- Changed locks on all doors
- Repaired locker room door

PUBLIC WORKS AND ENVIRONMENTAL QUALITY

NATURAL RESOURCES DIVISION

The Natural Resources Division consists of the Forestry, Park, and Cemetery Sections and is responsible for the proper management, care and maintenance of the Town of Arlington's 18,000 public trees, open space facilities, playgrounds, and athletic field infrastructure. The primary responsibilities of this Division are the management and operation of Mount Pleasant Cemetery, maintenance of 19 athletic fields, 25 playgrounds and the maintenance of all open space facilities, including: Reservoir Beach facility, North Union Spray Pool, Menotomy Rocks Park, Town Hall Gardens, Donald R. Marquis/Minuteman Trail, Broadway Plaza, and Robbins House gardens.

Forestry

The Tree Division removed 136 diseased, storm damaged, or root damaged trees. There were 125 tree plantings during the year.

Park Maintenance

The ever-increasing athletic programs are causing very serious maintenance problems for the division. From mid-March through November all athletic fields are under extreme duress. It is nearly impossible to maintain grass and other surfaces under these conditions.

The maintenance of 19 athletic fields, 25 playgrounds, Reservoir Beach Facility, North Union Spray Pool, Town Hall Gardens, Robbins House Area, The Olde Burial Grounds on Pleasant Street, and the Donald R. Marquis/Minuteman Trail upkeep are taxing our ability to maintain high standards.

The division undertook the following field renovation projects in 2004:

- Spy Pond - 1 pallet of sod, 120 tons of infield mix (beam clay), 1/3 of a ton of loam
- Thorndike - 4 pallets of sod, 1 ton of loam
- Scannell - 1 pallet of sod, 1/3 of a ton of loam
- Buck - 1 pallet of sod, 1/3 of a ton of loam
- Summer Street - 1 pallet of sod, 1/4 of a ton of loam

Cemetery

Mount Pleasant Cemetery is very rapidly being used up and planning for future interments must be a major priority now.

Revenues at Mount Pleasant Cemetery 2003

Sale of single graves	\$97,500
Perpetual Care	\$18,600
Openings, foundation charges	<u>\$283,088</u>

TOTAL REVENUES	<u>\$399,188</u>
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Total Interments	244
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Total Cremains	50
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New Graves	61
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CONSERVATION COMMISSION

The Arlington Conservation Commission (ACC) is required by state and local law to protect and preserve wetlands and waterways and their surrounding areas. The ACC is comprised of seven volunteers appointed by the Board of Selectmen, and a part-time, paid administrator. At meetings held twice a month and through on-site visits, commission members work to ensure that all construction and development projects, residential and commercial, that may alter any wetlands, floodplains, rivers, streams, ponds and/or lakes are in compliance with state and local regulations. The ACC also protects and manages the town's conservation lands and natural resources.

Regulatory Activities

The ACC is mandated to protect wetlands, waterways, water supplies, fisheries, wildlife and wildlife habitat as well as regulate activities in a floodplain through its administration of the Massachusetts Wetlands Protection Act and the Arlington General Bylaw for Wetlands Protection. ACC members regularly seek continuing education to ensure legal compliance with frequently changing regulations and to assist applicants through the regulatory process.

In the year 2004, the ACC convened twenty-two (22) public meetings, and provided extensive coordination, monitoring, permit review and consultation on three (3) major town projects: the dam rehabilitation at Arlington Reservoir, Spy Pond Park, and the Pierce Field remediation. The board issued ten (10) Orders of Conditions, three (3) Determinations of Applicability, ten (10) Enforcement Orders, one (1) Permit Amendment and one (1) Permit Extension.

Conservation Activities

Land Stewards – Our volunteer citizen organization, Arlington Land Stewards (ALS) has assisted in managing twenty-four (24) town-owned conservation lands comprising approximately thirty (30) acres. Land stewards monitor, coordinate and maintain (with permission from the ACC) conservation land of their choice, often in their immediate neighborhood or sometimes elsewhere in town. Each land steward is provided with a stewardship handbook listing the location of conservation lands, conservation land regulations as well as problem/solution management information. The handbook is available online at http://town.arlington.ma.us/town/concom/LS/concom_LS_01.htm

Activities in 2004 include:

- a new information kiosk was installed by Eagle Scout Dan Reedy and volunteers at Mt. Gilboa near the Crescent St entrance.

- a new trail along the perimeter of Meadowbrook Park was completed by Eagle Scout Aaron Magil and his hard working crew.



Clean up of Meadowbrook Park, April, 2004

Arlington Conservation Stewardship Fund (ACSF) – The Arlington Land Trust (ALT) in partnership with the ACC established a new tax-deductible fund to support land stewardship activities in Arlington. Monies from the ACSF were used to purchase materials for trail work at Meadowbrook Park.

Arlington Reservoir - The ACC sponsored another year of an ongoing multi-year project to control water chestnuts at the Arlington Reservoir. The water chestnuts were choking out wildlife and impairing water quality. This year again required only minimum hand removal of plants from the waterway by our contractor (Aquatic Control Technologies, Inc.), rather than by mechanical harvesters as needed in the first several years. Before the program started, the water chestnuts had been so pervasive that they covered over half of the Reservoir surface. The overall health and beauty of the Arlington Reservoir has been greatly improved as a result of this work.

The Reservoir Dam rehabilitation project has received necessary local and state wetlands permits from the ACC. The environmental impact of this project will be much less than initially feared because the Town's consulting engineer found a novel project design involving the installation of steel sheeting within the earthen berm. This avoids the need for the wholesale removal of trees. The work will still require lots of pruning and some tree removal, but will allow most of the trees to stay. The biggest impact on trees will be the construction of the new emergency spillway. Members of the Conservation Commission assisted in counting and identifying the trees that will be removed. In compliance with ACC's tree replacement

PUBLIC WORKS AND ENVIRONMENTAL QUALITY

regulations, new trees will be planted in compensation. The Town's recently formed Tree Committee will assist in the creation of a replanting plan. The project will also fill some wetlands adjacent to Sickie Brook, but a compensatory wetland area will be replicated close by along Mill Brook.

Arlington's Great Meadows – In 2004, the Friends of Arlington's Great Meadows (FoAGM) has accomplished much. The annual report and other information is available at www.foagm.org. Eagle Scout Alex MacNeil and his group of volunteers installed new signs. Scout Dan Reedy constructed and installed a new information kiosk. FoAGM also improved and marked some trails in addition to regular cleanup activities. They have also installed bird boxes and removed invasive plants. FoAGM regularly conducts nature walks and educational programs. They applied for, and have received informal approval of an \$11,000 grant from the state Recreational Trails Program for the construction of boardwalks to replace several marshy trails.

Spy Pond – Reconstruction of the Spy Pond Park between Linwood Circle and Pond Road is underway. This project will regrade the entire park to prevent erosion and also to improve water quality in Spy Pond. The work includes an emergency boat ramp, new stone access to the water's edge, replanting of the entire shoreline and infiltration drains as well as water quality inlets to treat stormwater that drains to the Pond from the adjacent neighborhood. This summer, the Pond received an alum treatment to control algae growth by binding and settling phosphorus into the sediments. A project to reconstruct the path along the Route 2 side of the pond is currently being designed to include new stabilized access points to the water while closing and restoring badly eroded sections of the shoreline.

Mystic River and Alewife Brook – Throughout 2004, the Tri-Community group of public officials and residents representing the towns of Arlington, Belmont and Cambridge continued to work on the problem of significant flooding as well as sewage contamination of the Alewife Brook. The group released a draft report "What we know and what we don't know about Flooding of the Alewife Brook", available at http://www.town.belmont.ma.us/Public_Documents/BelmontMA_BComm/BOS/tricomm/toc.

The Federal Emergency Management Agency (FEMA) has informally released a preliminary revision of its floodplain elevation of the lands bordering Alewife Brook. The draft information states that the floodplain is 2.4 feet higher than the 1982 elevation which was 8.2 feet in the Little River. FEMA plans to formally propose this draft floodplain revision in 2005, for review by the local municipalities.

2005 Goals and Beyond

The ACC will continue to encourage, support and assist the various volunteer and environmental advocacy groups that are dedicated to better preserving the Town's precious conservation lands and other open spaces within its immediate borders as well as those directly adjacent to it. These groups include, among others: Arlington Land Stewards, Arlington Land Trust, Open Space Committee, Friends of Arlington's Great Meadows and Friends of Alewife Reservation (FAR), Mystic River Watershed Association, Metro-Regional Conservation Commission Agents, Massachusetts Association of Conservation Commissions.

The ACC will work actively to support all efforts directed at preventing raw sewage from entering Alewife Brook. The ACC would like to see the Alewife Brook restored to a healthy, fishable and swimmable waterway in the very near future. To do so will be a significant challenge for the many parties involved in the betterment of Alewife Brook. Yet the ACC believes the goal is attainable.

The ACC, working with the Open Space Committee and the Arlington Land Trust, hopes to identify and, when available, acquire additional open space as protected "conservation land" to benefit residents of the Town. Notably, Vision 2020 survey results from a 2001 polling showed the "acquisition of open space" as a top-ranked concern for residents' priorities for Arlington.

The ACC sincerely thanks all individuals and organizations that contributed directly or indirectly to the activities of its thirty-eighth year.

Thanks to Eagle Scouts Aaron Magil, Dan Reedy and Alex MacNeil and their crews for their hard work.

Special thanks goes to the many volunteers who come out for cleanup projects, assist as land stewards or participate in the many Friends group that work to preserve our natural heritage.

CULTURAL AND HISTORICAL ACTIVITIES

ARLINGTON CULTURAL COUNCIL

The Arlington Cultural Council (ACC) is a local council of the Massachusetts Cultural Council (MCC), and consists of volunteers appointed by the Arlington Board of Selectmen for a three-year term. The board's main function is to support and encourage the arts, humanities, and interpretive sciences in Arlington by dispersing state funds to deserving applicants.

The ACC meets once a month generally at either the Jefferson Cutter House or the Robbins Library, and all meetings are announced ahead of time and are open to the public.

During 2004, two members resigned. Suzanne McLeod will continue as an associate. The ten current active members are listed in the directory.

Though much of the council's business is centered around grant cycle activities from October to December, it is active year-round. Highlights of the Council's 2004 activities follow. In late January, ACC held its first grant recipients' recognition evening at the Whittemore Robbins House. Over 75 people gathered to hear about other recipients' projects and to be congratulated for their contributions to the arts. A guest speaker, harpist Deborah Henson-Conant, related how

a cultural council grant helped her in her early career. In March, two members of the ACC attended the MCC Convening in Worcester, where they shared ideas and procedures with other local cultural council delegates from around the state.

The Arlington Advocate publishes a separate arts section four times a year. The council has submitted columns for each one: to solicit grant applications, to publicize projects by those who have received grants, to encourage participation in the council. In September, ACC had a booth at Town Day, which included the fourth annual "Art at Your Feet" sidewalk chalk art on Lamson Way. The council invited Arlington Center for the Arts director and education director to a meeting to discuss ways the two organizations could cooperate. Also this year, ACC produced a "new members' notebook," which contains bylaws, contact information, and other pertinent information, which will be supplemented as necessary.

As with other years, the October 15 application deadline was preceded by several announcements in the Arlington Advocate, as well as by a coaching session for those seeking help in completing their applications. Two presentation evenings were then held, where applicants could elaborate on their projects. Soon thereafter, the council held a voting meeting to decide which applications will be funded. Applicants not receiving funds were notified in November, and those receiving funds were apprised of the amount by the end of December.

In the 2005 grant cycle, thirty-five applications were received from schools, individual artists, and cultural groups. These applications included ones from Arlington residents and residents of other towns and cities in Massachusetts. After deliberations, the Council awarded eight applicants \$7,688, the amount the council was given by the Massachusetts Cultural Council this year. The MCC allows local councils five percent of the grant allocation for operating expenses.

As every year, difficult choices had to be made in attempting to balance the needs of various segments of Arlington's population while supporting projects of merit. The awards for the 2005 grant cycle are as follows:

ARLINGTON ARTS COUNCIL GRANTS 2004	
Awardee / Project	Amount
Cynthia Tollen--Art in Arlington	\$500
Cyrus Dallin Museum-- restoration of Sacagewa	\$200
Arlington Center for the Arts-- Galapagos Puppet Theater	\$250
Arlington High School--Urban Improv	\$400
Linda Bond--Witnessing/Slide Show	\$1,769
Townwide Enrichment-- Respect/Hu & Van Duser	\$2,000
Aine Minogue--"A Year and a Day" concert	\$1,769
Thompson School--Are You Ready, My Sister? (URT)	\$800

The ACC's goals for 2005 include: holding a second grant recipient recognition evening in early February; welcoming at least three new members; continuing its presence in the Advocate; gathering community input regarding how grant money should be spent; conducting twelve monthly meetings, one coaching session, and two grant presentation evenings; having a Town Day booth; working with community members to heighten awareness of the arts in Arlington.

The Arlington Cultural Council's e-mail address is: arlington@mass-culture.org. ACC welcomes prospective new members, who can contact the council at the above address or attend a monthly meeting.

ARLINGTON PRESERVATION FUND

Arlington Preservation Fund Inc. is a non-profit corporation of nine members appointed by the Board of Selectmen, and initially funded by Community Development Block Grant money. The principal purpose of the Fund is to make low-interest loans for

CULTURAL AND HISTORICAL ACTIVITIES

historic preservation projects in the Town. The interest rate continues at 2.5%.

These low cost home improvement loans, which are given without regard to financial need, make it more feasible for property owners to have work done correctly according to historical standards whether the properties are in one of the Town's seven historic districts, or listed on the Town's inventory of historically or architecturally significant buildings.

Two loans were granted during 2004: the historic Benjamin Locke House (1720) on Appleton Street, for a variety of repairs to the exterior, and a window de-leading and restoration project on a Spanish Revival style house in the Pleasant Street Historic District. An application was pending for an 1840 house on Spring Street.

Kevin O'Brien, Director of Planning and Community Development, succeeded Alan McClennen, Jr., as the Redevelopment Board's designee; the position normally held by a professional in the real estate area remains vacant as of this writing.

ARLINGTON HISTORICAL COMMISSION

The Arlington Historical Commission (AHC) was established in 1970 to preserve and protect significant buildings within the Town that constitute or reflect distinctive features of the architectural, cultural, political, economic or social history of the Town. This work is described in the Town of Arlington Bylaws, Title VI, Article 6. To accomplish these goals, the Commission maintains an Inventory of Historically and/or Architecturally Significant Properties and administers the demolition delay bylaw through formal public hearings and informal meetings with owners of inventoried properties. The Commission is an advocate for historic preservation in Arlington. The AHC meets the first Tuesday of each month at the Whittemore-Robbins House and all meetings are open to the public.

This year the Commission launched a web site to communicate its mission and provide information about the work of the commission: www.arlingtonhistoricalcommission.org.

Hearings

The Commission conducted hearings on twelve inventoried properties in 2004 and voted to allow the demolition of 19 Park Ave. and the Symmes Hospital buildings. Oversight on the properties from the 2004 hearings plus work continued from 2003 included: 26 Academy St., 29 Academy St., 122 Appleton St., 38 Brantwood Rd., 58 Brantwood Rd., 3-5 Brattle St.; 20 Colonial Dr., 45 Fairview Ave., 55 Hillside Ave.; 25 Hayes St., 1 Kensington Rd., 449 Massachusetts Ave., 821 Massachusetts Ave., 1167 Massachusetts Ave., 23 Maple St., 58-60 Mystic St., 91, 95 North

Union St., 45 Spring St., 24 Stoney Brook Rd., 57 Summer St., Symmes Hospital and the Robbins Memorial Library.

We continue to monitor the property of the inventoried structure that was illegally demolished at 193-195 Forest St.

Symmes Hospital

At its June meeting, the Commission voted to permit demolition of the hospital and nurses' home buildings on the former Symmes Hospital campus. The original hospital building (1909, with additions in 1927, 1949, 1965 and 1984) and nurses' home (1918, with addition c.1935) were designed by leading hospital architects Kendall, Taylor and Co. The 18-acre campus is to be redeveloped as the site of a condominium complex, with a nearby medical office facility, a significant percentage of wooded open space, and a one-acre public park.

Following presentation of impediments to the potential adaptive re-use of the structures, the Commission did not find that they should be designated as "preferably preferred." Moreover, the size and nature of the structures did not make them reasonable candidates for relocation to another site. The Commission will be involved in promoting ongoing awareness of the history of the Symmes site, particularly in those aspects that will be interpreted in the proposed park. As of the writing of this report, some reconfiguration of plans ultimately may enable the restoration of the former nurses' home, in which case the developers will be working on a voluntary basis with the Commission to retain the historic character of its architecture.

Inventory Expansion

In 2004, the Commission surveyed St. James church and school. Both were added to the Inventory. The Commission foresees additional inventories of significant properties in 2005. In addition, the Commission has continued to work with homeowners on Academy and Maple Streets to include their properties in the Pleasant St. Historic District.

Preservation Award.

The Commission's 2003 Historic Preservation Award was presented to Wendy Stewart and Vernon Brown of 24 Gray Street. Their home, the 1903 Hayes-Saul House, was designed by pioneering female architect Josephine Wright Chapman. The extensive construction project entailed a blend of exceptional restoration of period details, replacement of modern windows with period-appropriate designs, and a new open porch and rear entry that were designed to be sensitive to the original style and scale of the residence.

CULTURAL AND HISTORICAL ACTIVITIES

Other Activities

Throughout the year, Commissioners participate in activities that educate and inform citizens about historic preservation. The AHC participated in Town Day with a booth and in Town Government Day in May. The Commission continues to work with other Town agencies on the maintenance and restoration of the Whittemore-Robbins House and its outbuildings, the Winfield Robbins Memorial Gardens, the Town Hall and its grounds, 23 Maple Street, and the Jarvis House at 50 Pleasant Street.

Commissioners represented the Historical Commission on various Town boards: including the Historic Districts Commission, Zoning Bylaw Review Committee, and the Arlington Preservation Fund.

In August, the Commission accepted Mr. Botterio's resignation as chairman with great regret. Commissioners wish to thank Mr. Botterio for his dedication and commitment to the work of the Arlington Historical Commission; he has done an outstanding job as chair. The Commission unanimously asked him to remain as an Associate Commissioner.



Arlington, founded over 350 years ago, is a town with a rich history and a thriving center of cultural activity. The Cyrus E. Dallin Museum continues to play an important role in the town as it strives to honor Dallin and benefit the community through its outreach efforts. The Museum now exhibits 36 sculptures in its four galleries, interpreting their historical context with a range of other productions. This year, the Museum expanded its collections, activities, and outreach programs as it worked on its second phase goals focused on brand awareness, community outreach, fundraising, acquisitions, and expansion.

Acquisitions, Outreach and Fundraising Efforts

During 2004, the Museum expanded its collection through purchases, gifts, and loans. Restoration and conservation efforts have continued, with work proceeding on several plaster models and Dallin's sketchbook.

During the past year, there have been several exciting developments at the Museum:

- Grant awards from the Arlington Educational Enrichment fund and Arlington Cultural Council to design and produce an activity book that will be used in an educational program for school children in grades two through five
- Exchange of a copy of *Allegory of Massachusetts* for a bronze copy of *Victory Memorial*, which commemorates the conclusion of WWI, with the Springville Art Museum, our sister museum in Springville, Utah
- Donations of genealogical documents, photographs, medals, and a precious sketchbook from descendants of Cyrus E. Dallin
- Receipt of a partial grant from the Massachusetts Culture Council to assist with the conservation of *Sacajawea*
- Participation in an outreach program with Arlington public schools to raise funds for the restoration of *Sacajawea*
- Acquisition of a 1920 Pilgrim Tercentenary Celebration Coin.

Communications and Outreach

Board Members worked to strengthen and expand upon programs and relationships begun in the past. Its communications and outreach efforts continue to augment its public presence locally, nationally, and overseas.

The Museum continues to raise awareness in the press and via other marketing channels. The Museum has received substantial coverage in community newspapers and plans to advertise in relevant MBTA stations next year.

Through its active web site, the Museum answers many inquiries and learn of the locations of other Dallin sculptures.

The Museum has established relationships with other institutions and scholars, most notably Rell G. Francis, the author of *Cyrus E. Dallin: Let Justice Be Done* and the Springville Art Museum in Utah which features many of Dallin's works.

The Museum has a strong presence at Arlington's annual Town Day event. This year we recruited local artisans to participate in a market called "Art on the Green" held on the grounds located adjacent to the Museum. The Museum plans to hold this event again next year in cooperation with the Arlington Town Day Committee.

For the past two years, the Museum has participated in the "arts partner" program with Bentley College. Representatives from the Board of Trustees

CULTURAL AND HISTORICAL ACTIVITIES

attended grant writing workshops at the college and participated in a grant writing workshop in Boston.

Representatives from the Board of Trustees attended The New England Museum Association (NEMA) Annual Conference held in Burlington, VT to network with other museums and to attend seminars on Museum and community education.

Dedicated volunteers continue to keep the Museum open during regular hours.

Fundraising and Support

The Museum continues to seek support from friends and visitors. A major goal accomplished in 2004 was the creation of a direct mail database of our visitors and previous contributors to provide them with information about the Museum and request their ongoing support. A fundraising letter was sent out close to the end of the year.

The Museum continues to merchandise Cyrus E. Dallin and the town of Arlington items as part of its fundraising efforts.

2005 and Future

This year, a major goal is to develop a strategy for expanding the Board of Trustees to accommodate the need for increased fundraising, education and outreach. The Museum plans to kick-off a membership program and to distribute a semi-annual newsletter. The Museum also hopes to recruit a part-time volunteer administrator.

The Museum continues to prepare for Dallin's 150th anniversary in 2011, which is certain to be the occasion for exhibits and publications. It has begun to assemble a complete collection of the Caproni Brothers' casts of Dallin's sculptures, either for exhibit in Arlington or other museums. The Museum has been contacted by scholars in connection with this project, and continues to consult with others knowledgeable about the Caproni casts.

The Cyrus E. Dallin Art Museum has become a firmly established presence in Arlington and a strong actor in the cultural life of the town. It is open daily from noon to four; admission is free. The collection is professionally maintained and attractively shown. The Board of Trustees looks forward to an expanding collection, to increasing numbers of visitors, and greater public awareness of Dallin and the Cyrus E. Dallin Art Museum.

ARLINGTON POLICE SERVICES DIVISION



Department Overview

The Arlington Police Department is proud to provide quality services to the 42,389 citizens of our town. The Department operates under a community-policing model that encourages citizen participation in solving problems of crime, fear of crime, and quality of life issues. The mission of the Arlington Police Department is to promote, preserve, and deliver quality services, and to ensure the safety of all members of our community.

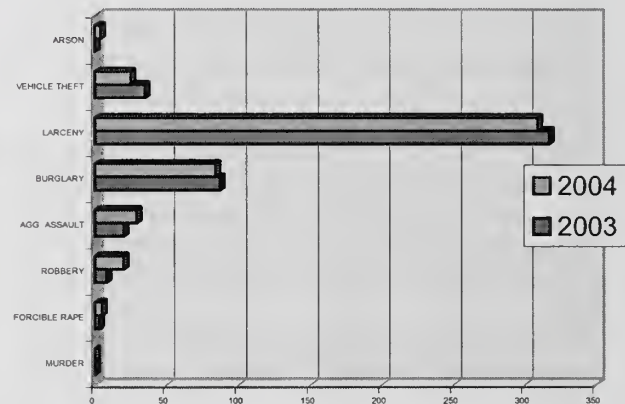
Structurally, the department is divided into operational and support functions. A command staff of three captains assists Chief Frederick Ryan in departmental planning, budgeting, and operation. The captains manage the Community Service Division, the Support Services Division and the Professional Standards/Accreditation Office. The Community Services Division is responsible for operations (patrol functions), security of town buildings, critical incident planning and response, community policing programs, special event planning, traffic and parking management, animal control, school safety, grants coordination, and effective interaction with the community. The Support Services Division is responsible for criminal investigation, officer training, firearms licensing, outside details, maintenance of departmental records, and E-911 dispatch functions. The Professional Standards/Accreditation Office is tasked with developing policies and procedures, working toward State Accreditation and Certification, investigating citizen complaints, and proactively addressing issues of professional standards and accountability.

Like all other departments in Arlington, the Police Department has been challenged by recent reductions in revenue. The department currently has a total of 59 sworn personnel and five full time/one part time non-sworn personnel. This represents the lowest level of manning in many years and will eventually necessitate a reassessment of, and probable reduction in, services provided by the department. Whatever the eventual outcome of such assessment might be, responding to issues of crime and the safety of persons in Arlington will continue to be the primary goal of the Department.

Crime In Arlington

The Arlington Police Department collects incident information using a system called the National Incident-Based Reporting System, or NIBRS. NIBRS is an improvement on a system known as the Uniform Crime Reporting Program, or UCR. Since 1930, the F.B.I. has administered the UCR Program using statistics supplied by the various states. At the present time the F.B.I. is encouraging states and local agencies to switch to NIBRS, which provides a more accurate picture of crime in any given community. Only 24 states, including Massachusetts, have been certified and, until more agencies successfully migrate to the NIBRS format, the F.B.I. will continue to report crime trends and data in the UCR format. To give context to Arlington's statistics, we have included a chart of UCR Part I index crimes in Arlington comparing 2003 to 2004.

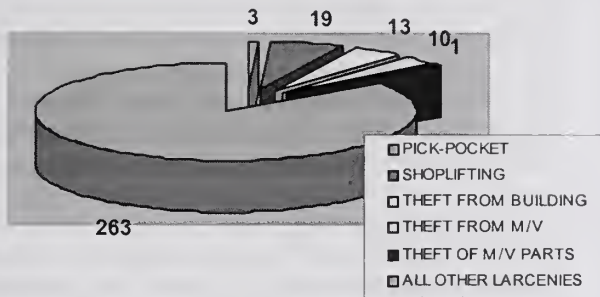
UCR PART I INDEX CRIMES 2003/2004 -ARLINGTON-



As can be seen in the chart, crimes against property, with the exception of arson fell in 2004 while violent crime against persons increased. An exception was the category of murder/non-negligent homicide, which stayed at zero. The changes in the numbers, however, do not indicate a significant rise or decline in the overall rate of crime in Arlington. The change in the number of robberies, for instance, is dramatic when viewed as a percentage but when taken as a whole number still represents a significantly small number for a New England community the size of Arlington. As is clear by the chart, larcenies continue to be the most common crime in Arlington.

COMMUNITY SAFETY

LARCENIES IN ARLINGTON
2004



The federal government reports crime in rates per 100,000 population. The number of larcenies in Arlington for 2004 translates to a rate of 729 per 100,000. For the year 2003, the last year available, the overall rate per 100,000 for larcenies in Massachusetts was 1,613. When seen in context, the rate for Arlington is well below the rate for the state.

Domestic Violence

Each year, many patrol hours are devoted to responding to calls for service related to domestic violence. The Arlington Police typically respond to 300 – 400 of these calls each year. The year 2004 was no exception. Officers responded to more than 325 domestic violence calls during the year. As a result of these calls, more women than ever before have been referred to a local Arlington support group, First Step. First Step was founded in 1996 by Inspector Joyce Wilson and is currently led by volunteers Elaine Shea, Mary Deyst, Claudette Lahaie, and Lucille Nicholson.

Witnessing violence between parents teaches children powerful lessons about the role of violence in intimate relationships. Children who grow up in a violent home are more likely than others to become aggressive with their peers. These children are also more likely as adults to become batterers or victims themselves. The impact of domestic violence influences children of all ages. By addressing relationship violence at an early age, problems of adult domestic violence may be averted.

The problem of domestic violence and teen dating violence is addressed each year at the high school level under the direction of Inspector Wilson. The centerpiece of the effort is a curriculum known as the "Teen Dating Violence Prevention/Yellow Dress Program". This program provides students with skills and information useful in identifying abuse, recognizing the warning signs of an unhealthy relationship and how to get help safely. It also helps students to identify sex role stereotypes and to assess gender violence. Participants also learn that dating violence, like domestic violence, is everyone's concern and encourages them to find their voices and to speak out against violence in order to send the

message that relationship violence will not be tolerated.

Community Services

Patrol

The Community Services (patrol) Division responded to 22,969 calls for services during 2004, an increase of 162 calls (.07%) as compared to 2003. The majority of calls for services involve services other than responding to crimes. For instance, the Department responded to 1,415 alarm calls, 6,375 general service calls, 1,383 disturbance calls, 1,480 calls related to suspicious activity, 1,056 medical assists, and 660 animal calls during 2004. The Community Services Division also investigated 83 reports of missing persons.

TRAFFIC

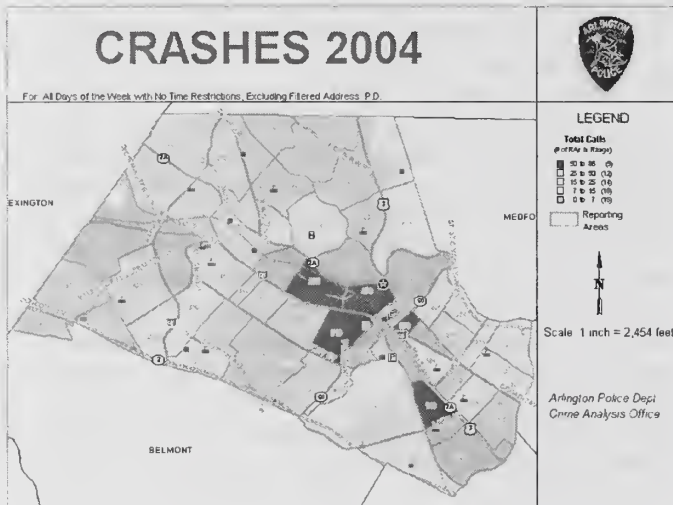
During 2004 the Police Department investigated 820 motor vehicle crashes. This number was virtually identical to the total for 2003. Of that number, one was a bicycle accident, 105 were crashes with injury, and 715 were crashes without injury. The most dangerous location in Arlington during 2004 continued to be Massachusetts Avenue at Mystic Street. This is also the busiest intersection in town and a designated state highway and truck route. The department recorded twenty-five crashes there in 2004. Massachusetts Avenue at Mill Street (16 crashes) and Summer Street at Park Avenue Extension (10 crashes) were also trouble spots. Traffic enforcement was hampered this year by a reduction in force in the general patrol division that necessitated the frequent reassignment of traffic personnel to regular patrol duties. If staffing can be increased next year, it is anticipated that the number of crashes town-wide can be reduced through more vigorous enforcement and directed patrol.

COMMUNITY SAFETY

TOP TWELVE CRASH SITES - 2004

# of Crashes	LOCATION
3	Massachusetts Avenue @ Orvis Road
5	Mystic Street @ Summer Street
6	Concord Turnpike @ Pleasant Street
6	Grove Street @ Massachusetts Avenue
7	1425 Massachusetts Avenue
7	905 Massachusetts Avenue
7	Massachusetts Avenue @ Park Avenue
7	Medford Street @ Mystic Valley Parkway
10	Park Avenue Extension @ Summer Street
11	Lake Street @ Massachusetts Avenue
16	Massachusetts Avenue @ Mill Street
25	Massachusetts Avenue @ Pleasant Street

DISTRIBUTION OF CRASHES - 2004



Safety Officer

The department's Safety Officer, David McKenna, is primarily responsible for school traffic safety and for making studies and recommendations regarding traffic design and control in Arlington. The Safety Officer supervises school Traffic Supervisors who assist children across busy intersections on their way to school. He is the Police Department's liaison to the schools and in that role devises and conducts safety classes for youngsters in the schools. During 2004, in cooperation with the English Department, Officer McKenna participated in a community forum based on the reading of a book, "O.U.I." by R. Pease. The novel probes the human devastation that drunken driving can cause. Following the community forum, four classes for sophomores at the high school were conducted by the Safety Officer. The classes

addressed issues around driving under the influence and gave important information to students regarding the law and police procedures. The goal was to inform students of their responsibilities as drivers and to increase awareness of the dangers of alcohol abuse. The chair of the High School English Department had praise for the forum and expressed a desire to conduct the forum on a regular basis.

Community Policing

The Arlington Police Department is committed to the ideals of community policing. Community policing involves a partnership between the police and the public to solve problems of crime, fear of crime, and quality of life issues. During 2004 the department offered a number of community policing programs to the public, designed to provide citizens with tools, information and skills useful in solving those problems.

In January 2004 the Department hosted an identity theft seminar. Special Agents from the U.S. Secret Service (now absorbed into the Department of Homeland Security, Immigration and Customs Enforcement) led the seminar along with Officer Gary Provenzano of the Arlington Police. The Special Agents gave detailed information on the definition and scope of the identity theft problem in America. They also provided information on how to avoid being victimized. Officer Provenzano offered a local perspective on the problem and offered tips on preventing identity theft as well as how to respond if one is victimized. The seminar was well attended and received many complimentary reviews.

All year during 2004 the Police Department gave support to the East Arlington Neighborhood Crime Watch Program. The group is made up of dedicated volunteers who are committed to keeping their neighborhood safe. Members of the group meet monthly to discuss local problems and strategize about crime prevention. In April of 2004, the group met to conduct a neighborhood clean up. A large number of volunteers spent about four hours scouring their neighborhood armed with gloves and trash bags. By the end of the effort, well over one hundred trash bags had been filled and deposited in a designated dumpster. The residents of East Arlington are fortunate to have such a dedicated group working on their behalf.

April 2004 also saw the start of the third annual Citizen Police Academy. A select group of citizens met once a week for ten weeks at the Police Station. During the course, students learned about the history of policing, the theory of community policing, basic criminal law, motor vehicle law, domestic violence, and terrorism. Students were treated with a trip to the State Crime Lab and the Middlesex County House of Correction in Billerica. They also had an opportunity

COMMUNITY SAFETY

to witness a simulated car stop and arrest for OUI. The goal of the course was to increase citizen understanding of the job performed by police and to foster an atmosphere of cooperation between the residents of Arlington and the officers who police the Town.

In June the Police Department, in cooperation with the Arlington Fire Department and Arlington Emergency Management conducted a Public Safety Day and Bike Safety Rodeo. Space for the event was provided by the School Department at the rear of the High School. This annual event is an opportunity for residents to talk with public safety professionals. Attendees can also view and handle much of the equipment that is employed daily by Police and Fire personnel. Children learned about safe biking and got to test their skills at the Bike Rodeo. Over fifty bicycle helmets were raffled off to lucky kids. Officer James Smith spearheaded the effort.

June also saw the start of the Police Department's Youth Basketball League. A host of Arlington Police officers donated their time to coach and successfully provided a quality athletic program to Arlington's youth. Although the value of athletic competition for youngsters is obvious, the program provided much more. Reaching out to young people has always been a goal of the department's community policing effort. It is critical that young people develop a positive image of police so that as they grow and mature they will be able to accept the mutual roles of police and the public in policing their community. Through the medium of sports, officers provided an opportunity for youngsters to interact with police in a positive, cooperative way. Hopefully, as they grow, these youngsters will carry that image of police as partners and coaches with them. Officer Ronald Kerr led the Basketball League with the assistance of Lieutenant Paul Dooley, Sergeant Robert Bongiorno, Officer Chad Brown, Officer Greg Flavin, Officer Bryan Gallagher, Officer Daniel Kelly, Officer Brendan Kiernan, Officer Dennis Mahoney, Officer Rob Pedrini and Officer James Smith.

The Department is proud of two other programs that operate throughout the year. The first is the Are You Okay? Program, which is a collaborative effort between the Police Department, the Council on Aging and the Housing Authority. Are You Okay? is an assurance program that offers subscribers daily well being phone calls. It is designed to accommodate elders, shut-ins, and those who require regular well-being checks. The program is run out of the police dispatch center and has already been credited with saving a life. The second program operates on an irregular schedule throughout the year and is known as RAD, which stands for Rape Aggression Defense. This free program is offered exclusively to women and is designed to provide them with skills and self-assurance vital to surviving and escaping from a physical attack. The program is coordinated by

Sergeant Richard Pedrini and staffed by Officers Jennifer McGurl, Eileen Johnson, Gina Bassett, Brandon Kindle and Michael Hogan.

SUPPORT SERVICES

Investigations

The Criminal Investigation Bureau (CIB) is responsible for the follow-up investigation and prosecution of crimes that occur in Arlington. It is also responsible for the safe maintenance of all evidence related to those investigations. As part of its mission, the CIB participates in task forces designed to attack specific crimes. These units operate on a multi-jurisdictional level in recognition of the fact that criminals do not pay attention to geographical or municipal boundaries. One such task force, in which the Arlington Police participates, is the Suburban Middlesex County Drug Task Force. During 2004, that task force initiated 49 investigations. Of those, 35 were closed and/or led to arrests while 14 remain active/open. Two cases from 2003 were closed in 2004. These investigations resulted in the arrests and seizures of the following:

- The arrests of 65 persons plus 10 additional criminal complaints
- The seizure of the following narcotics:
 - 2,173g cocaine
 - 44g + 85 bags heroin
 - 16.5 lbs. Marijuana
 - 179 hits Oxycontin
 - 11oz. crystal methamphetamine
 - 20 hits percocet
 - 150 pills, 24 vials steroids
 - 6 klonopin
- A total of \$65,287 in U.S. Currency was seized through these investigations
- Six motor vehicles were seized
- Four handguns were seized

Although not all arrests and seizures occurred in Arlington, the results of the Task Force's efforts are felt throughout the Arlington region.

Awards

Chief Ryan announced that the designation of Police Officer of the Year for 2004 was awarded to Officer Brendan Kiernan. Officer Kiernan has consistently displayed sound judgment and the highest quality of service as a Police Officer and creative problem-solver. His personal appearance, demeanor and interaction with coworkers and members of the community reflect a high level of personal commitment and professionalism. Officer Kiernan has demonstrated deep concern for the welfare of fellow officers and he has truly earned the respect of those with whom he has contact through fair and impartial treatment. Officer Kiernan's performance reflects initiative and knowledge of the law. His high level of confidence and command

presence serves as an image for others to emulate and his courteousness repetitively earns public praise.

Chief Ryan stated, in congratulating Officer Kiernan, "He is to be commended for his faithful and conscientious performance of duty and his efforts to affirmatively promote and support the Constitution of the United States and the Mission of the Arlington Police Department".

Other officers were also honored for exemplary actions during 2004. Lieutenant James White received a Department Service Ribbon for the expeditious recovery of an Alzheimer's patient who has wandered and was found unconscious in circumstances that would have surely led to his demise if not found.

Sergeant David McNamee and Officers Donald Brown and Michael Hogan received the Department Service Ribbon for the arrest of an armed felon who had threatened a local resident. When arrested, the suspect was armed with a 9 mm submachine gun. He was subsequently prosecuted, convicted, and incarcerated for his crimes.

Officers Dennis Mahoney and Bryan Gallagher received the Department Service Ribbon for their tenacity in searching for a suicidal man who had consumed alcohol and drugs before fleeing his home. Although initially unable to locate the man, the officers continued their search until they located the victim hidden from view and unconscious in a snow filled gully. Medical personnel later advised Chief Ryan that had it not been for the persistence of the officers, the victim would have almost certainly perished from exposure.

Officer Douglas Cronin received a Department Service Ribbon for his arrest of an armed robbery suspect. Officer Cronin spotted a man fleeing a variety store, followed by another man who appeared to be giving chase. Officer Cronin gave chase and at great risk to himself, single-handedly apprehended the suspect who had robbed the store at knifepoint. Recovered as evidence was a large butcher knife.

Sergeants Frank Bourgeois and Richard Pedrini along with Officers Douglas Cronin, Edward Savill, Gregory Flavin, Robert Pedrini, Donald Brown, and Sean Hetherman received the Department Service Ribbon for subduing an armed, suicidal individual. The man was armed with a large knife that he used alternately to threaten harm to himself and to the officers on the scene. The man also told officers he intended to force them to shoot him and that he did not want to live. After negotiations with the individual broke down and he seemed intent on doing harm to himself or the police officers, the officers rushed the man and successfully restrained him with no harm to the patient or the officers. The man was subsequently sent for psychiatric evaluation and treatment.

Officers Brendan Kiernan, Edward Savill and Brandon Kindle received the Department Service Ribbon for their actions leading to the arrest of a

robbery suspect. The suspect held up Walgreen's Pharmacy and fled on foot. The officers responded, gathered identifying information and began to search the area. A short time later the suspect was spotted in Arlington Heights and a foot pursuit ensued. The suspect was later caught and placed into police custody on Bow Street.

Officers Ronald Kerr and James Smith received Department Certificates of Commendation for their work with Arlington youth.

FIRE SERVICES DIVISION



Mission Statement

The Arlington Fire Department will strive for excellence in the performance of duty and service to the community and the customers it serves. The Department is committed to find better ways to protect the lives and property of its citizens from the ravages of fire and other disasters and is dedicated to work together for the betterment of our community.

Ethics and Values

Knowing that firefighters are held to a higher standard of conduct, the firefighters of the Arlington Fire Department will make every effort to uphold those standards that are entrusted to us and to take an active role in maintaining a professional image of the Fire Service through promptness, efficiency, and dedication to duty.

Communicating with the Public

The Department will serve the public with courtesy and respect, providing assistance wherever professional skills and talents are needed and be ever vigilant in promoting awareness of fire hazards and in educating citizens of all ages.

Fire Department Role

The majority of fire department resources – including personnel, equipment, facilities, and support services are committed to fire suppression efforts. The basic function of fire suppression operations is that of extinguishing fires and performing related duties once a fire occurs. This, however, is not the department's only function. The Fire Department also provides pre-hospital emergency medical services (EMS), building inspections on a regular basis for code enforcement and familiarization, public education projects, training, and performs a number of related tasks including annual hose testing and hydrant inspections.

Each autumn annual testing on all fire department hose is done to ensure that there are no defects and during the month of October, all fire hydrants are inspected. These inspections avoid having water

COMMUNITY SAFETY

freeze in the hydrant during winter months, which would render the hydrant useless in the event of a fire.

The Fire Department responded to 4,310 incidents during the year with over half of them medical related. The total responses for the year 2004 were similar to previous years but the number of medical emergencies continues to rise.

The following list shows some of the types of incidents that were responded to and their totals:

Structure Fires- Inside	50
Working Fires, Multiple Alarms	12
Structure Fire Investigations	22
Vehicle Fires	16
Dumpster/Trash/Brush Fires	19
Medical Emergencies	2,330
Victim Extrications	10
Water/Ice Rescues	4
Assistance to Public	280
Hazardous Conditions	189
Smoke/Carbon Monoxide	
Detector Activations	150
Water Evacuations	115
Mutual Aid - given	52
False Alarms	50
Fire Alarm Malfunctions	55
Fire Alarm Activations	50

2004 Estimated Structural Fire Loss \$ 567,200

2004 Estimated Vehicle Fire Loss \$ 107,600

The structural fire loss this year, although higher than last years', remains below that of previous years.

The complete renovation of Arlington's fire stations remains the primary goal of the department. Last year the architectural firm, The Carell Group, Inc., designed and estimated the costs to replace the existing Park Circle Fire Station at \$2.3M. This included providing temporary relocation expenses while the new fire station was constructed as well as construction and fit-up costs for this new building.



Three alarm fire at Bartlett Street in February
Arlington firefighters were added by Somerville, Belmont, Lexington and Medford in the control and extinguishment of the blaze in 20 degree temperatures.

The architectural masterpieces of the Headquarters and Highland stations will need complete renovations in the near future. The fire stations should remain a high priority for infrastructure improvements.

This year the Fire Department updated its official website that is linked to the Town of Arlington's home page. This site offers the citizens of Arlington a better understanding of the services provided along with an opportunity to contact staff personnel should the need arise. Included in this site is a profile of the department, its history, fire safety tips, and a photo gallery along with links to other related websites and contacts. Firefighter Robert Morse designed and updates the official department website.

Fire Prevention and Investigation Division

The Division of Fire Prevention and Fire Investigation is dedicated to providing the citizens and visitors to the town of Arlington the safest possible environment in which to live, work and visit. Education, prevention, inspection and detection are all critical areas of expertise that, when combined with a strong code enforcement application, can provide a fire safe community.

For the fourth year in a row, the Arlington Fire Department received the Life Safety Achievement Award from the Residential Fire Safety Institute. This recognition is the direct result of fire prevention and fire safety awareness programs that target at risk groups in our community.



The *SAFE, Student Awareness of Fire Education*, Program was not funded in the fiscal year 2004 state budget. In order to maintain this vitally important program to our elementary age children, the fire department entered into a partnership with the local real estate brokers. With coordination efforts by Steve McKenna from Bowes/GMAC Real Estate, Deputy Fire Chief Wayne Springer presented three seminars to over 100 realtors in January to educate them with regard to the successful history of the SAFE program, smoke detector compliance law, carbon monoxide detectors, Juvenile Firesetters Intervention Coalition, home fire escape plans, underground fuel oil storage tank locations, and a video on fire behavior and development in a common residential setting. Along with a very generous personal contribution from Mr. McKenna, the local real estate brokers donated over \$4,000 to the SAFE Program to insure that our children would continue to benefit from this significantly proven program.

Each year the Division targets specific occupancy locations to conduct Fire and Life Safety Inspections. This year the effort was concentrated on multiple residential buildings, churches, and clubs. Over 240 buildings were inspected by the fire fighters during their tours of duty. The predominate code violation that was reported, was the neglect of the building owner/manager to schedule the annual maintenance and testing of the fire alarm/detection system by a state licensed fire alarm contractor. Early detection and warning is a critical component of any life safety initiative. Without proper maintenance a fire alarm system will fail to function effectively when it is needed to detect and alert occupants of a smoke or fire condition. The division issued written reports to the responsible persons to correct all the deficiencies in their building.

The Fire Investigation Unit, F.I.U., investigated twenty-two fire incidents. Of these, three were determined to be of incendiary origin, that is, intentionally set. These incidents were turned over to the Middlesex District Attorney's Office for possible criminal prosecution. Fire incidents that are suspected as incendiary are investigated in partnership with State Police fire investigators assigned to the State Fire Marshal's Office. This cooperative effort brings experienced investigators to a scene to assist the local officers in determining the cause and origin of the fire. If flammable fluids are suspected, the State Fire Investigators will respond with an accelerant-detecting dog to confirm that suspicion and to collect evidence samples for chemical analysis at the State Crime Lab to determine the type of the flammable material.

According to F.B.I. statistics: arson is the number one crime committed by juveniles; 45% of set fires are caused by children; fire is the leading cause of accidental death in the home for children under the age of five and fire setting is a treatable behavior. The Middlesex District Attorney's Office in collaboration with the Massachusetts Statewide Coalition for Juvenile Firesetters Intervention Program, local Fire and Police Departments, State Fire Marshal's Office, District Courts, Public Schools, Department of Social Services and Housing Authorities, established the Middlesex Juvenile Firesetters Intervention Program throughout the District in 1999.

The Arlington Fire Department has been a member of the Middlesex Coalition since 2000. Since that time the department's five trained interviewers have screened and interviewed over a dozen local youths and their families. The confidential screening report is reviewed by a board of clinicians to determine the risk level of the youth and the most appropriate intervention approach. The family is provided with a home fire safety plan and if deemed appropriate, the youth is entered into the Fire Safety School that is taught by the Arlington firefighters.

Statistics show that left untreated, fire setting has an 81% recidivism probability. When someone such as a parent, family member, friend or schoolteacher becomes aware of a juvenile who is exhibiting fire setting behavior, they should call the *Division of Fire Prevention* at 781-316-3803, to obtain confidential counseling for the youth.

In a collaborative effort between the fire department and the Germaine Lawrence School, the fire fighters presented the fourth annual ten-week Fire Safety Education Program to the teenage students at the school. This is a unique opportunity for the fire department to be involved proactively in community fire safety education.

The Arlington Fire Department and its fire fighters are committed to providing appropriate, knowledgeable and professional service, on time, every time, to the community that we serve.

Emergency Medical Services (EMS)

The Fire Services Division has been providing pre-hospital emergency medical services to the citizens of Arlington for the past thirty-three years. All firefighters are first responders and all newly hired firefighters are required to become emergency medical technicians (EMT's) as a condition of employment. Currently there are sixty-five firefighter / EMT's. The Fire/Rescue ambulance responded to 2,330 requests for medical aid in 2004. Captain Kevin Shaw, the department's EMS coordinator is responsible for all re-certification



COMMUNITY SAFETY

training requirements of the EMT's and first responders.

State wide expanded medical care protocols have been instituted at the local level, which will greatly enhance the delivery of fire-based emergency medical care in the twenty-first century. The department's firefighters and EMT's are committed to providing the most effective, appropriate and professional service to the citizens of Arlington.

All the department's emergency medical technicians are trained to assist patients in administering their own nitroglycerin and prescribed inhalers for asthmatics. The fire department also participates in automatic external defibrillators (AED) training. These devices shock a patient's heart into a normal rhythm during cardiac arrest. All department emergency vehicles are equipped with AED's.

Medical incidents are identified as either basic life support (BLS) – non-life threatening or advanced life support (ALS) defined as life threatening. Based upon information received from a 911 call for medical aid the central telecommunication dispatcher will determine whether the incident requires a BLS or ALS response. Examples of a BLS incident include sprains, minor lacerations, slight fractures and common illnesses. Chest pain/heart attack, cardiac arrest, strokes/brain attacks, respiratory illnesses or distress, seizures, severe allergic reactions, blunt or penetrating traumatic injuries, severe uncontrolled bleeding and childbirth are all examples of advanced life-support incidents.

Armstrong Ambulance Service provides the paramedics for all ALS responses. The paramedics and non-transport vehicles are based in Arlington.

Training

The Training Division is responsible to promote the uniformed personnel's development of required skills, knowledge, and abilities, to provide "hands on" training, to maintain all department records, to develop training programs for in house training by officers at each station, to provide training to newly promoted officers, to coordinate state level satellite programs, and to test new firefighters equipment and techniques. The goal of the Training Division is to provide the best possible training for the department, regardless of rank, so that each person can operate at their maximum performance level.

On Gray St. and Claremont St. the training division secured the use of buildings, which were marked for demolition. These buildings were used to practice ventilation techniques, rescue, and hose line advancement, as well as, strategic and tactical decision-making processes for the firefighters.

Training was held at the emergency exit for the MBTA Redline subway tail track that terminates in Arlington. Capt. Tierney reviewed communications, power shut down and ventilation procedures with all fire department personnel. Members were also able to

familiarize themselves with the hazards that exist in a subway environment.

The Training Officer also works with the EMS coordinator to help maintain each member's first responder certification and help coordinate firefighter's Emergency Medical Technicians certification.

Support Services

A master mechanic and motor equipment repairman make up the Apparatus Motor Division. Their responsibilities include repair and maintenance of all equipment used by the Fire Department. They are additionally responsible for the upkeep and installation of the radio communications equipment in all emergency vehicles including central dispatch and the maintenance of the air-supply equipment for self-contained breathing apparatus (SCBA) used by the firefighters.

The signal maintenance division was outsourced to the private sector last year. Two vendors handle the town wide fire alarm system, traffic signal maintenance and decorative lighting maintenance. NStar has offered a rebate program to replace all the pedestrian walk/don't walk signals to LED's.

The dispatching of police and fire vehicles is supervised by a Lead Dispatcher who oversees nine combined central dispatchers utilizing the computer-aided dispatch (CAD) system. This past year two new dispatchers became emergency medical dispatch certified bringing the total to five dispatchers with this certification. The remaining dispatchers will become certified by July.

Auxiliary Fire Personnel/Local Massachusetts Emergency Management Agency

The professional assistance of these dedicated volunteers is greatly appreciated. Joe Marshall, a town meeting member, is in charge of this group. They donated almost 9,000 man-hours of service to the Town in 2004. This breaks down to over 240 hours per member of volunteer service to the Town of Arlington. These 17 active members assisted the Massachusetts Emergency Management Agency (MEMA) during storm emergencies and assisting our fire personnel with the use of their lighting plant/generator unit and replenish air supplies to the self-contained breathing apparatus (SCBA) used by our firefighters. The Explorer Post (youth members aged 14-21) has a current membership of 15 members.

One auxiliary member, Private Will Gates, has been on active duty serving in Iraq for nineteen months. We thank him for his service to our country.

Promotions/Retirements/Appointments

The Fire Services Division remembered all the victims of September 11, 2001 during a Town Day ceremony on the third anniversary of this appalling act of terrorism.

COMMUNITY SAFETY

There were no firefighter appointments this past year. Due to budget constraints one firefighter was laid off. Firefighter Paul McPhail was promoted to the rank of Fire Lieutenant. Tanya Bartholomew and Ryon Sullivan were appointed as telecommunications dispatchers to replace a dispatcher who resigned and one who was promoted to lead dispatcher. Retiring from the Department of Fire Services was Lieutenant Joel Seully with thirty-four years of service, seventeen of them on Rescue One.

Chief Richard Maimone retired on December 31, 2004. He served this department honorably and with dignity for over 32 years. His replacement will be appointed in early 2005. Construction and reconstruction of the fire stations will be of primary concern to the new Chief.

INSPECTIONAL SERVICES DEPARTMENT

The Inspectional Services Department is responsible for enforcement of the Commonwealth of Massachusetts Building, Electrical, and Plumbing & Gas Codes, as well as all related regulations, standards and Town Bylaws. Additionally, the Inspectional Services Department implements strategic projects as assigned by the Town Manager and has recently administered the streetlight replacement project. With a savings of \$400,000 in the streetlight replacement cost via Nstar rebates, the end product utilizes approximately one-half the electricity to light the town's streets while producing the equivalent lumens as the previous streetlights. Making the project successful was the input given by the community. A survey of the residents was taken and several groups and committees were asked to take a leading role in it's planning. Sustainable Arlington, the Transportation Advisory Committee, the Town of Arlington Finance Committee, the Town Manager's Office and LightSmart, Inc. gave immeasurable support to the project making its implementation seamless with no disruption to the town's street lighting.

In 2004, the Inspectional Services Department issued a total of 3,686 permits of which 1,206 were Building permits, 817 were Plumbing permits, 664 were Gas permits and 999 were Wiring permits. Total fees collected by the Inspectional Services Department in 2004 were \$729,055.65.

In 2004, Arthur Rouse, Inspector of Wires completed 25 years of service and Kenneth Huntley, Inspector of Plumbing and Gasfitting, completed 10 years of service to the Town of Arlington.

PLANNING AND COMMUNITY DEVELOPMENT ARLINGTON REDEVELOPMENT BOARD

The Arlington Redevelopment Board (ARB) is the planning board for the Town and fulfills those functions envisioned by the State for local governments to assist in and regulate the development of the town. The ARB is charged with planning for the orderly development of residences and businesses and the streets and infrastructure needed to serve them. This function takes on different appearance in different towns. In Arlington the Redevelopment Board's planning responsibilities take the form of conducting planning studies, recommending zoning regulations to Town Meeting and issuing special permits.

Arlington's planning board differs from most in that it is also a redevelopment authority. Arlington was the first town in Massachusetts to create a combined planning board and redevelopment authority. As a redevelopment authority, the ARB is authorized to own property and to create urban renewal projects such as the Symmes Hospital site. The Board also owns and manages a number of Town buildings which it leases.

The planning board's role in the town is to provide for the orderly development of property and anticipate needs and problems that development, population change, or change in economic conditions may bring. The ARB carries out this responsibility by reviewing all significant development projects, commissioning studies, marshalling grant funds for the development of public facilities to complement other public development funded by the Town budget. It is the planning studies and the Zoning Bylaw that provide the guidance for how Arlington develops. The documents constitute a policy plan for the Town and instruct the ARB in its issuance of special permits. The Zoning Bylaw lists the uses for property that are allowed in town and specifies where each use is allowed. Certain uses are allowed only by special permit and special permit uses that are of a certain size and location qualify for environmental design review before the Redevelopment Board.

Special Permits

The issuance of a special permit in the environmental design review process usually involves months of meetings with the developer to hone their proposals into something that meets the eighteen criteria against which it must be judged. In 2004, the ARB issued permits for three communication antennae and one residential development. The Department began the review process with two additional permits preparing them to be heard in early 2005.

The Board had several meetings on another development for which the permit application was later withdrawn. The Time Olds site on the corner of Mass. Ave and Mill St. was under agreement for over a year and the developer proposed to build condominiums and donating a portion of the site to the St. Athanasius the Great Church so that the church could expand its classroom and function room facilities. The very visible site attracted the attention of neighbors and the Historical Commission. The developer submitted two different design schemes for residential condominiums, but felt that the potential opposition to any of the designs raised an unacceptable level of risk on the property which had already been held for a long period of time. Rather than seek the special permits that were needed for apartment buildings, the developer chose to build what could be done by right such that there are now under construction nine two-family homes and one single family.

The "by right" development of the site alarmed many Arlington residents because of the small size of lots that were allowed for such development in a business zoning district. Consequently the ARB proposed an amendment to the zoning bylaw to make the lot size in business districts more similar to that required in residential districts. The Town Meeting amended the proposal making it even more restrictive and passed it.

The Symmes Project

In 2002 the Town Meeting voted to purchase the Symmes Hospital and turn it over to the ARB. The ARB then financed the study conducted by the Symmes Advisory Committee to determine the best re-use of the site. Proposals were received at the beginning of the year and in February after a series of public presentations, the Board chose Symmes Redevelopment Associates to redevelop the site by building residential condominiums and a medical office building. Half the site was to remain in open space and a public park featuring views of the Boston skyline was proposed.

The ARB spent the next six months negotiating a land disposition agreement that contractually binds the developer and specifies the manner of payment and time of performance. From the start of the negotiation, it was difficult to define terms regarding the medical office building portion of the proposal. The office market is extremely weak in Massachusetts and in order to finance such a building there must be a buyer or a long term tenant. Initially, therefore, the developer sought to sign up a medical provider such that a long term lease would enable the financing of the office space. Professions of interest by the existing provider could not be turned into a commitment even though the developer was making the building available on a nonprofit basis. The developer continued to seek a tenant and the Town

COMMUNITY DEVELOPMENT

eventually negotiated terms regarding the medical office building that acknowledged the fact that it could not be financed if it did not have an occupant. In this process the Town also lowered the price of the portion of the land for the medical office building by one million dollars in order to make it more attractive. In return the Town may receive excess profits from the development should the profit to the developer exceed an agreed upon amount.

With the land disposition agreement signed, a Special Town Meeting was scheduled for September. An amendment to the zoning Bylaw was proposed that would make the proposed development possible. This step was promised as the final opportunity for the Town to express its approval for the project once the specifics of the development plans were known. Many speakers at Town Meeting expressed doubt that the medical office building would be built. The Redevelopment Board, therefore, introduced a resolution that it encouraged the Town Meeting to adopt. The resolution said that only a medical use would be considered for the medical office building portion of the site without coming to the Town Meeting for approval of a different use. In this way the developer could pursue an occupant for the medical office building and proceed with the project, but if no medical provider could be found, the Town Meeting would have to be consulted to do something else or wait longer and keep trying to find a medical use on the site.

On the day the resolution was introduced, a floor amendment proposed language that said that the district must include a significant medical use component. Zoning cannot create a use, it merely allows uses. In discussion with the Board, the developer objected to the language, but the Board felt the language reflected the intention that all parties wanted and suggested that Town Meeting adopt the new language. Both the floor amendment and the resolution were passed.

Following Town Meeting, the developer decided that the best way to deal with the ambiguity of the zoning amendment was to sign up a medical provider so the medical office building could be financed and obviate any question financial institutions would have about the zoning language that says that the district must have a significant medical use. The developer engaged in negotiations with two medical providers that proposed to provide the comprehensive kind of medical care that the Town desired. The cost of the building, even on a non profit basis proved difficult for the providers and the developer asked the Town to consider a change in the financial arrangement set out in the land disposition agreement. This led to a number of executive sessions with the Board and with the Board of Selectmen, the details of which will become public in 2005.

At the same time, the potential buyers of the medical office building expressed concern that the property could be used only for medical use. They worried that if they or someone they got to occupy part of the building were to go out of business because of a change in the medical market, that the space could not be used for a general office use in order to pay the rent. They worried about whether they would be able to get financing for the building in the first place.

The developer asked Town Counsel for an opinion on the meaning of the zoning in order to approach financial institutions regarding the residential portion of the development. Town Counsel's opinion clearly stated that there had to be medical use somewhere in the zoning district, that Town Meeting's vote was made with knowledge of the land disposition agreement (which had been distributed to all Town Meeting members), and that the residential portion could proceed before there was closure on the medical office portion. Unfortunately, counsel for the financial institutions said that they would not finance even the residential portion of the project because of the ambiguity of the zoning amendment. Essentially, the developer spent the last three months of the year nearly committing medical providers for the site only to find that they could finance neither portion of the development.

Meanwhile Lahey Clinic continued to operate in the former Symmes Hospital as a tenant of the Redevelopment Board. When the Town purchased the hospital we negotiated a lease in which there was an option to end the lease after two years. It had been expected that the town would need two years to determine how to redevelop the property. The two year period ended in April 2004. We notified Lahey of the termination of the lease in December 2003, but indicated that we would not be ready to sell the property in April and would be willing to extend the lease for a few months. We felt this would useful if they decided to become part of the new medical office building. This offer was made before we received proposals. Lahey did not respond or offer to extend the lease, and also made no arrangement to move out. The Board eventually chose Symmes Redevelopment Associates as the developer and their proposal included a letter of interest from Lahey. The developer gave Lahey an exclusive right to locate in the new building for a period of time. Getting no commitment from Lahey, the developer began contacting other medical providers. The Town then engaged Lahey in a negotiation of ending their tenancy so we could provide the property free of tenants as was agreed to in the request for proposals that sought developers for the site. We eventually agreed that Lahey would remain on the site until February 15, 2005 and recorded the agreement in court.

COMMUNITY DEVELOPMENT

Properties

The Redevelopment Board owns and operates seven buildings in the town. Most of the buildings are leased to private tenants except that parts of the Jefferson Cutter House, the Gibbs School and the Central School are used by Town organizations. Many of the buildings are former schools and are located in residential areas where zoning restricts their uses. The majority of uses in the buildings therefore are non-profit and frequently schools. The main use of the Crosby, Gibbs and Parmenter school buildings are private schools which serve many Arlington citizens. The Arlington Center for the Arts and the Kelliher Center, Arlington Department of Recreation, and Learn to Grow daycare center located in the Gibbs School building also serve Arlington citizens in ways that are considered a compliment to the community. In addition to providing needed services, the operation of these properties has preserved the usability of the buildings and returns a positive cash flow to the Town each year.

Another property under the jurisdiction of the ARB is the former landfill known as the Reed's Brook site. The Town purchased the property in 1995 and the Town Meeting decided to turn it into a park in 1997. The completion of the first phase of park construction was finished in 2003. The first phase mitigated the flood hazards by the installation of new storm water facilities including the construction of a three acre storm water detention area. The improvements ended decades of flooding problems suffered by the immediate neighborhood. After a bitterly cold winter the final phase of landscaping was essentially completed by the end of the summer. The park is sleeping through the winter and is expected to be officially opened in 2005 with the playing fields ready for use in the spring of 2006.

As the name implies, the Department of Planning and Community Development also has community development responsibilities. As such, the Department is responsible for the distribution and management of \$1.5 million in federal funds. The funds are earmarked for certain activities only and must generally serve lower income people. These Community Development Block Grant funds can also be used for some public infrastructure projects. Positioning community development responsibilities in the planning department serves to coordinate the efforts. A plan must be prepared each year relative to the distribution of funds and the funds must serve to implement the needs identified and the strategies determined to meet the needs. The funds therefore also serve to support ongoing planning efforts.



McClennen Park doing its flood mitigation duties: The two pictures show the outlet end of the detention basin at Reed St. in the morning and in the afternoon of April 2, 2004 following a very large rainstorm. In the morning the basin has filled significantly collecting stormwater from the surrounding neighborhood, then releasing it slowly downstream.

Housing

Four years ago in response to one of the identified needs the position of Director of Housing was created within the Department. The housing effort is designed to increase the supply of affordable housing. The Director works closely with the private non-profit Arlington Housing Corporation and with the Northwest Consortium, a group of seven communities (Arlington, Chelsea, Everett, Malden, Medford, Melrose, and Revere) which is eligible for additional federal funds. The Housing Director is responsible for administering Arlington's inclusionary zoning bylaw. The bylaw requires that 15% of all new housing projects over five units be made affordable. This year four units of affordable housing were marketed. The lottery to select income eligible buyers will be held in early 2005. Another three affordable units were permitted in 2004, but construction has not yet begun.

In September, 2004, Arlington received "Housing Certification" from the State's Department of Housing and Community Development (DHCD). Communities that attain "housing certification" receive a 10% scoring bonus when applying for competitive

COMMUNITY DEVELOPMENT

discretionary grant programs from the Executive Office of Transportation and Construction, Executive Office of Environmental Affairs, Department of Housing and Community Development and the Department of Economic Development.

This is the third year Arlington has been certified, under Executive Order 418. This year, for the first time, each municipality was required to develop a housing strategy in order to receive housing certification. Arlington developed a strategy under the direction of the Affordable Housing Task Force. The strategy was approved by DHCD in September, 2004. The State also looks for progress in development of affordable housing. Arlington's efforts were recognized as constituting significant progress in that regard. Some of those accomplishments are:

- Approved two development projects that will produce 7 affordable units under the Affordable Housing amendment to the zoning bylaw
- Raised private as well as public funds to create affordable housing
- Continued operation of a Fund to Prevent Homelessness
- Added 8 rental units under the "Two Family Affordable Rental Program", for a total of 28 units.
- Continued partnership with a local private lender, as well as other businesses in the community

Home Rehabilitation

Thirty years ago, the nation's energy crisis made it apparent that savings that could be realized through energy conservation made a difference in housing the poor who were least able to make the capital improvement needed to realize the savings. Arlington responded by forming The Menotomy Weatherization Assistance Program. This valuable service which allows Arlington's less fortunate to stay in their homes (and it applies to rental units as well as ownership units), and at the same time reduces the nation's energy demand, provides the service without any impact on the Town budget.

The program funded with State and Federal grants is designed to assist low-income households by providing home energy efficiency services and necessary home repairs. The Menotomy Weatherization Assistance Program works in three distinct home improvement areas: weatherization, heating systems and home improvement loans. Typical work completed by the weatherization component includes air sealing, attic and/or sidewall insulation, weather-stripping, and minor repairs associated with energy savings. The heating system component will repair and even replace heating systems, and do heating system tune-ups and safety checks including carbon monoxide testing. In the

heating system and weatherization work, the program, in addition to serving the Town of Arlington, serves the Towns of Belmont, Lexington, Watertown, and the Cities of Cambridge, Somerville and Waltham. During 2004 the weatherization component increased the energy efficiency and comfort for 143 households while reducing their heating bills. During the same period the heating system component replaced forty-five heating systems, four oil tanks, performed one hundred and nine system repairs and provided one hundred and seventy five heating system clean outs.

During 2004 the home rehabilitation loan component assisted sixteen income qualified Arlington households by providing over two hundred fifty thousand dollars in low interest and deferred loans for necessary home repairs to roofs, chimneys, gutters, foundations, walls etc. and retrofit work for the disabled including baths, ramps, and railings. In addition to providing the funds to do the work, the program provides technical counseling and contractor procurement services.

Citizen Inquiries

The department is frequently called upon by citizens for advice on changes that a person may want to make to their property. The Zoning Bylaw contains dimensional regulations which frequently affect the additions and alterations that a property owner can build. The department stands ready to provide such advice and homeowners are encouraged to consult with the department and the building inspector when contemplating changes.

ZONING BOARD OF APPEALS

In 2004, the Zoning Board of Appeals has heard and rendered decisions on twenty-one petitions as prescribed in Massachusetts General Laws, Chapter 40A, The Zoning Act, and, also, further clarified by the Town's Zoning Bylaw.

The petitions heard by the Board include Variances, Special Permits and Appeals of zoning decisions rendered by the Inspector of Buildings as well as interpretations of Zoning Bylaws.

The Zoning Board of Appeals has three members appointed by the Board of Selectmen who also appoint two associate members to attend hearings when a member, or members, cannot sit for a particular hearing. All hearings are open to the public and are usually held on the second and fourth Tuesdays of the month and are held in the Selectmen's Hearing Room on the second floor of the Town Hall or the conference room located on the second floor of the Town Hall annex. All hearings are advertised in The Arlington Advocate for two consecutive weeks and posted on the Town Clerk's bulletin board at least three weeks before the hearing date. The Rules and Regulations of the Zoning Board

COMMUNITY DEVELOPMENT

of Appeals are on file in the Office of the Town Clerk and in the Zoning Board of Appeals' Office at 51 Grove Street.

Petitions Heard By Zoning Board Of Appeals 2004				
Type	Granted	Denied	With- Drawn	In Process
Petitions for Variance	5			
Applications for Special Permits	12		1	
Appeal of Decision of Inspector of Buildings				
TOTALS	17		1	0
Total Petitions filed with Town Clerk	18			
Hearings continued by the Board while in session	0			

ARLINGTON HOUSING AUTHORITY

The need to provide more affordable housing continues to be a significant challenge for the Town of Arlington. The Arlington Housing Authority is proud of its distinction of being the largest single provider of affordable housing in the community.

This year marks the Arlington Housing Authority's fifty-sixth year offering affordable housing to low and moderate income persons either through direct housing in government-owned developments or subsidized housing in privately owned dwellings.

The Arlington Housing Authority manages 1,156 housing units: 520 units for elderly and/or residents with disabilities, 176 units designated for family housing, a home for 13 mentally challenged residents, and 447 vouchers that help participants live in privately-owned dwellings throughout the community.

The Authority is a quasi-governmental agency that administers these programs sponsored by the State or Federal government. Properties owned by the Authority are exempt from local property taxes, yet the Authority annually pays the maximum "in lieu of" taxes as allowed by state statute.

Board of Commissioners

The Board of Commissioners of the Authority is the policy making body of the agency. The five members of the Arlington Housing Authority's Board of Commissioners are: *Chairman* Nicholas Mitropoulos, *Vice-Chairman* John Griffin, and *Members* Richard B. Murray, Dr. Patricia Worden, and Freeland Abbott. Ms. Joan Pippin serves on the Board as Tenant Representative for the Section 8 Program (Federal Rental Assistance) and Ms. Merceita Johnson serves as the Alternate Tenant Representative for that program.

Dr. Worden continued her service as the Authority's designee to the Symmes Advisory Committee and Affordable Housing Task Force. Mr. Mitropoulos continued his service on the Housing Corporation of Arlington, Inc.'s Board of Directors. John Griffin served as the Authority's representative on Arlington's Affordable Housing Task Force and serves as the Board's liaison to the five local tenant organizations (LTO's). Freeland Abbott serves on the Recycling Committee and "Pay as you Throw" (PAYT) Committee and continues to express the concerns of the Authority and its tenants. The Executive Director, Franklin W. Hurd, Jr., is appointed by the Board of Commissioners and manages the day to day operations of the Authority. Commissioner Griffin was recently named Executive Director of the Bedford Housing Authority.

Year in Review

In 2004, the Arlington Housing Authority continued making improvements to its properties, completed Phase II of its four phase building security initiative, continued its tenant services support, and continued its offerings of affordable housing.

PROPERTIES

The Authority completed its final phase of its refrigerator and stove upgrade of all elderly buildings with the installation of 144 new stoves at the Hauser Building.

The major kitchen and bathroom modernization project awarded for Menotomy Manor by the Department of Housing and Community Development has been funded, an architectural firm has been selected and has conducted its review of all 176 units, and the general scope of work involved in this project has been determined. Included in this project will be a number of handicap accessible family units. This additional work will add over \$1 million to the cost of the project. The most recent cost estimate for this project is \$6,976,440.

The Authority continued its work on water conservation, and included shutoffs, replacement faucets, and new water saving fixtures as part of its routine maintenance efforts.

The Authority continued to take advantage of the Community Work Program (CWP) sponsored by the Middlesex Sheriff's Office. For the fourth year in a row, inmates under the supervision of correctional personnel assisted the AHA maintenance staff in its spring and fall cleanup efforts.

SECURITY - PHASE II

Based upon its 2003 security study of all AHA facilities, the Authority continued the implementation of a four phase program. In 2004 (Phase II) the Authority installed security cameras and fob access devices in the Winslow Towers, Chestnut Manor, and

COMMUNITY DEVELOPMENT

Cusack Terrace buildings. As an added feature, automatic door openers were installed as part of the fob access system to assist those with mobility difficulties. When coded, fob access will activate automatic door openers for tenants who require assistance.

All security cameras are connected to digital recorders that can be used to help monitor common areas, hallways, entrances, and the outside grounds and parking lots.

Phase III, scheduled for 2005, will include the installation of cameras and fob access systems in the Hauser Building. Phase IV, tentatively scheduled for 2006, will involve more complex security surveillance in Menotomy Manor.

TENANT SERVICES

Tenant Support

Sue Culhane, Tenant Service Coordinator, continued her active participation in the bi-monthly meetings of the Geriatric Providers Group. This group, consisting of representatives from over twenty outside agencies, meets regularly to insure communication between these agencies and providers for the benefit of our elderly tenants.

Janet Doyle, AHA Office Manager, continued her work on the Youth Watch program through monthly meetings with members of various agencies in the community to monitor the activities of troubled youths. The group cooperatively works on ways to help provide assistance to local "at risk" juveniles.

The Authority continued to work cooperatively with the volunteer teachers from the Ottoson Middle School for the highly successful "Operation Success" Program. The program offers onsite tutorial and homework assistance, and computer training to the middle school students of Menotomy Manor in the evenings throughout the school year. We salute these dedicated volunteer teachers.

Annual Cookouts

The annual cookouts for the elderly and disabled residents were held in each of our four elderly/handicap developments. The "Summer Cooler" theme was a complete success. The AHA salutes the following 2004 "Tenant of the Year" award recipients: Nancy Grant (*Drake Village*), Joe Donovan (*Chestnut Manor*), Pat Jones (*Winslow Towers*), and Elsie DiSciullo (*Cusack Terrace*). Tenants balloted for the winners in their respective building. The success of this outing was the direct result of the combined efforts of both Maintenance and Administration staff personnel.

AFFORDABLE HOUSING

The Authority continues its efforts to deal with the problem of high fair market rents in Arlington. Items have been printed in our local newspaper as a means

of outreach to residents letting them know about its programs.

The Board has sought to acquire a few new inclusionary zoning units to be added to its housing inventory. Chairman Mitropoulos and Mr. Griffin met with the Arlington Redevelopment Board (ARB) to request that the AHA be included in the process as a potential owner of some of these new affordable units of housing. Unfortunately, to date this request has not been satisfactorily addressed by the ARB.

Now that the Section 8 Program reached its 100% leased rate, funding changes in HUD have capped the programs revenues. Currently, the issuance of new vouchers will be dependent upon the total funds awarded to the Authority rather than according to the fixed number of authorized vouchers. The Authority will need to keep a very close eye on the bottom line before any new vouchers are renewed or reissued in 2005.

Thanks to the Arlington Board of Selectmen, the AHA was awarded a \$75,000 CDBG grant for the acquisition of additional affordable housing in Arlington. Unlike others, such as non-profit organizations, all AHA owned properties will remain as affordable into perpetuity.

The Authority continues its participation in the MassNAHRO Centralized Section 8 Wait List program. The list is now open to all daily. Arlington residents are given a preference.

The AHA's website, www.arlingtonhousing.org, is now available and provides valuable information to those wishing to learn more about the AHA and its programs.

Status of Wait Lists

Stated-Aided Elderly/Handicap One Bedroom Units

Arlington Applicants:	9
Non-Arlington Applicants:	<u>126</u>
Total	135

State-Aided Family 2-Bedroom Units

Arlington Applicants:	1
Non-Arlington Applicants:	<u>101</u>
Total	102

State-Aided Family 3-Bedroom Units

Arlington Applicants:	0
Non-Arlington Applicants:	<u>18</u>
Total	18

Section 8 Wait List

Arlington Applicants:	130*
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*Because Arlington is on a centralized wait list, only Arlington applicants are listed.

State Program Rents

Average Elderly/Handicap Monthly Rent:	\$316/month (includes heat and lights)
Average Family Monthly Rent:	\$411/month (tenant pays utilities)

COMMUNITY DEVELOPMENT

RECOGNITIONS

The Authority would also like to recognize our oldest tenant in residence, Ms. Catherine "Kitty" Junas, who is 102 years young and is still an active tenant who resides in Winslow Towers.

The Arlington Housing Authority would like to thank all its employees for their dedication throughout the year. We further recognize the service of the following employees whose service has contributed greatly to success of our mission: Alfred Casazza (35 years), Jeremiah Keefe (30 years), and Philip Whitney (25 years).

VISION 2020

Town Meeting created the Vision 2020 Standing Committee in June of 1992 as a Committee of the Town to... ensure the long range planning process initiated by the Town in 1990, ...also, to create, implement, monitor and review methods for open, town-wide public participation in the Vision 2020 process."

With the motto - *A Proud Past, A Focused Future* - the Standing Committee, followed a two year exploratory process involving about 1,400 Arlingtonians that was led by the original Vision 2020 Steering Committee of Town leaders. The current goal-focused, Task Group and Standing Committee structure evolved during that two year period and forms the organizational basis for its work today. Supported by federal Community Development Block Grant monies as well as additional grants and donations, it is both the project and process of a dedicated group of Town employees and town volunteers. This collaboration allows its work to focus on the intent of Arlington's Town Goals established by Vision 2020 and adopted by Town Meeting in 1993, and to assist the Town in addressing the challenges its future might present.



Vision 2020 Standing Committee: seated (l to r): Jane Howard, Patricia Watson, Leslie Mayer; standing (l to r): Sherry Miller, Andrew Fischer, Elizabeth Karpati, Gene Benson, Angela Olszewski, Barry Faulkner, Joey Glushko and Jeff Thielman"

For almost thirteen years now, the Standing Committee and its Task Groups - Business, Communication, Community and Citizen Service, Culture and Recreation, Diversity, Education, Environment, Fiscal Resources, Governance, - have reached out to townspeople for input to shape and refine its agenda. This is accomplished by the annual Vision 2020 Report / Survey, an insert to the Town's Annual Census Mailing, which briefs all Arlington households on its activities and accomplishments, recruits townspeople for its goal-centered projects, and surveys these households on key issues important to the Town's future. The September, Vision 2020 Town Day Booth is used for similar purposes. Mindful of its heritage and valuable natural resources, Vision 2020 efforts include publications, proposals, suggested policies and practices as well as task group projects attempting to help Arlington move prudently and strategically into the twenty-first century.

Significant Vision 2020 Accomplishments In 2004

- Helped the Town secure a State section .319 Storm Water Grant, which will be used to install deep-sump leaching catch basins along Route 2; this grant will be shared with Belmont;
- Produced the "Profiles in Diversity" series of articles based on local resident interviews, and published in *The Arlington Advocate*;
- Created the fifth edition of *Settling in - an introductory guide to Arlington* available at Town offices, schools, libraries and the Jefferson Cutter House, partially funded by Arlington realtors;
- Produced the second *Arlington Celebrates October as Diversity Month* with the help of the Board of Selectmen, the Robbins Library and the Lesley Ellis School with several town-wide events: a weekend Cultural Film Festival; a town-wide book read and discussion on Witi Ihimaera's *Whalerider* ; an Evening of Music and Dance featuring African and Native American drums and dancing as well as Latin-inspired dancing demonstration and participation; and an Evening of Celebration featuring the work of both the story tellers and story gatherers from the Profiles in Diversity project;
- Researched and presented the *Peer Communities Study Report* comparing Arlington to its neighbors and many cities and towns in the MAPC area after examining the demographic, geographic, governance, educational and economic data of these communities;
- Worked with the Town to plan the Reservoir Dam Remediation Project which will ensure dam safety without losing large numbers of trees or sacrificing swimming and esthetics, still maintain recreational and habitat values, and satisfy the state's mandate to stabilize the earthen dam;

COMMUNITY DEVELOPMENT

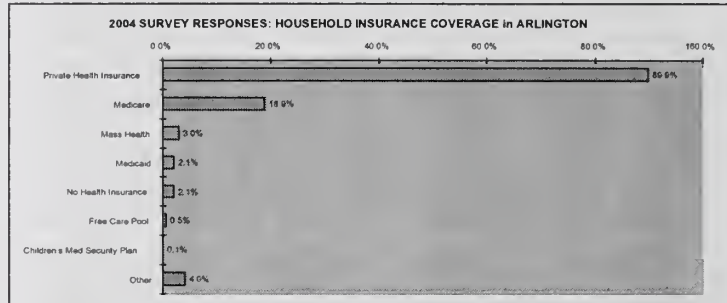
- With the Board of Selectmen, produced the Fourth Annual State of the Town Address and Reception on the opening night of the 2004 Annual Town Meeting;
- Continued to provide participation on the Superintendent's Advisory Committee on Diversity;
- Established an insurance website: www.communitybasedinsurance.com
- Continued to work on a comprehensive Sustainability Action Plan for the Town;
- Organized both the Warrant Review and Candidates Night with the League of Women Voters of Arlington and the Board of Selectmen;
- Conducted bird walks at the Arlington Reservoir and Spy Pond as well as cleanups and flyer distributions to promote the use of low or no phosphorous fertilizers;
- With the School Department, co-sponsored Arlington's first Open House for minority applicants to potential teaching and administrative positions in the Arlington Public Schools;
- Formulated two warrant articles for the 2005 Annual Town Meeting: the first requesting an appropriation for remediation of invasive weeds at Spy Pond, and the second asking for a committee to study revising the Town's fiscal organization;
- Created, tallied and analyzed 2629 Arlington household responses to the 2004 Vision 2020 Annual Census Insert Survey with its principal focus on the FY '05 budgetary challenges.

The 2004 Vision 2020 Survey

Vision 2020 is grateful to all the town households that responded to its rather lengthy 2004 survey, and the volunteers who did the response tallying and analysis. These responses were reported to the Board of Selectmen in two interim stages and to the Town Meeting and all Town departments in May with the hope of providing information for their decisions. Shown below are the 2004 survey responses to proposed budget gap solutions

Abstracted survey results follow on two aspects of the 2004 survey: respondents' perceptions on ways to close the budget gap in Arlington; and baseline medical insurance data in an effort to explore the concept of community-based insurance.

Vision 2020 would like to thank Eugene Benson, William Eykamp, Clarice Gordon, Ann Mathes, Sherry



Miller, Angela Olszewski and Miriam Stein who retired during 2004 after 58 years of combined task group leadership. However, all have indicated that they will continue on specific Vision 2020 projects. Vision 2020 is grateful to them for their continued commitment after so many years of helping the Town in this Vision 2020 process.

Vision 2020 is also grateful to all who continue in this project, now almost 15 years old. Their skills and expertise, opinions, research, data collection and tallying, flyer distribution, grant writing, note taking, web posting, program creation, and concrete and creative ideas - all offered generously - have truly helped Arlington's Vision 2020 continue to assist the Town in preparing for issues impacting its future.

Budget Gap-Closing OPTIONS	Definitely and Likely Support	Definitely and Likely Against	Undecided or Need Information
Pay As You Throw	51.2%	38.4%	10.5%
Less Frequent Trash Collection	19.5%	68.5%	12.0%
Fees for School Programs	37.9%	35.8%	26.2%
Fees for Town Services	34.6%	31.4%	34.0%
Local Income Tax	12.4%	67.6%	19.9%
Override: Both Town & Schools	39.0%	38.2%	22.8%
Override for Town	20.1%	49.8%	30.1%
Override for Schools	37.3%	38.2%	24.6%
Close a Municipal Building	19.2%	19.0%	61.8%
Close a School Building	13.8%	33.0%	53.1%
Additional Service Cuts	42.1%	23.5%	34.4%
Private Fundraising	35.5%	40.5%	24.0%
Commercial Property Tax	37.3%	30.7%	32.0%
Additional Meal Tax	40.3%	22.8%	36.9%
State Income Tax	43.5%	32.1%	24.5%

COMMUNITY DEVELOPMENT

OPEN SPACE COMMITTEE

The Open Space Committee (OSC) was established by Town Meeting in 1996. Members include concerned citizens and representatives of key town entities (including the Park and Recreation Commission, Conservation Commission, Cemetery Commission, Redevelopment Board, and the Departments of Planning and Community Development, Public Works, and Human Services). The committee has met regularly over the past nine years to exchange ideas and discuss ways to protect the town's open space resources.

The committee serves an oversight function but does not have direct management responsibility for town properties. Its primary purpose is to enhance communication and coordination among those entities that do have management authority. In addition, the OSC seeks to raise broad-based community concerns and to advocate for the planning, stewardship and appropriate uses of the town's open spaces.

Open Space Plan: One of the committee's main responsibilities is to prepare the town's official Open Space and Recreation Plan every five years and to constantly monitor and document its provisions. The current plan, for 2002–2007, was approved in April 2003 by the Massachusetts Executive Office of Environmental Affairs (EOEA) Division of Conservation Services. The final published plan was presented to the Board of Selectmen and Town Meeting in May 2003. Copies are available for reading in the Robbins Library, Planning Department, Town Clerk's office, and certain other town offices. The entire plan, including numerous maps and photographs, is available on the town web site (http://www.town.arlington.ma.us/Public_Documents/ArlingtonMA_B_Comm/OpenSpacePlan).

Site Management Plans

The committee's primary focus for this year was to prepare specific site management plans, as outlined in the Open Space Plan. The following sites were chosen for the first set of ten plans: Arlington Reservoir; Donald R. Marquis/Minuteman Trail; Arlington's Great Meadows; Robbins Farm Park; Spy Pond Park; Menotomy Rocks Park; Mt. Pleasant Cemetery; Meadowbrook Park; McClennen Park; and the Town Hall Gardens. Other sites will be documented in future years.

Committee members prepared these management plans in collaboration with representatives of various Town departments and commissions and volunteer groups that manage or monitor each site. A standardized template permits each site to be documented in a consistent manner. The template includes such information as the site location, size, boundaries, history, ownership, management entities, friends groups, natural

resources, basic maintenance and capital improvement needs, and financial considerations. The plans provide a record of current practices and also serve to facilitate communication among the interested parties. The plans will be incorporated into the next edition of the Open Space Plan and will be available for regular updating by the relevant town departments and friends groups.

Symmes Redevelopment Project

The OSC with Brian Rehrig, its representative on the Symmes Advisory Committee, continued to monitor and offer advice on open space and public access concerns during the redevelopment planning process. Several OSC memos addressed such recommendations as preserving the Summer Street woods and buffer areas and constructing a one-acre "vista park" at the top of the hill, both of which were incorporated into the final development plan approved by Town Meeting in May 2004. The committee will continue to provide oversight and input into the planning and implementation of the redevelopment plan, in particular the conservation restriction that will provide permanent protection to the open space portions of the site. The legal responsibility for monitoring and enforcing the conservation restriction will be held jointly by the Arlington Conservation Commission and the Arlington Land Trust.

Town Events

The OSC again participated in Town Day in September, and for the first time had an information table at the Alternative Transportation Festival sponsored by the Arlington Bicycle Advisory Committee in May. Among the display materials and handouts at both events were maps identifying local open spaces, copies of the Open Space Plan, flyers about the Conservation Commission's Land Stewards Program, and a sign-up sheet for residents interested in getting more involved. At Town Day the committee sponsored a raffle of a donated dogwood tree to raise funds for special projects.

Other Activities

The OSC continued to monitor a wide range of open space concerns that affect the town and its residents' quality of life. Some of the issues that came before the committee during the past year were residential and commercial encroachments on the Donald R. Marquis/Minuteman Trail; recognition of the need to plan for additional cemetery space and new columbarium facilities; and discussion of temporary signage at selected athletic fields (a proposal that was subsequently defeated by Town Meeting). Several committee members participated in initiatives led by the Green Streets organization to control invasive vegetation and introduce native plant species along the Trail. The group also organized the rescue and

COMMUNITY DEVELOPMENT

relocation of plants in traffic islands along Summer Street that would be destroyed during street construction.

The committee remained vigilant about opportunities to acquire and protect the few remaining undeveloped parcels in Town, as prioritized in the Open Space Plan. In late 2004 committee members addressed the Board of Selectmen/Board of Survey concerning a proposed new road and subdivision at Knowles Farm, a historic property that is documented in the Plan. Although the committee was not able to stop the development, this public testimony demonstrated the committee's commitment to disseminate information and increase awareness about broader zoning and subdivision concerns, loss of open space, and the role that the Open Space Plan should play in guiding future land uses in Town.

Goals for 2005

During 2005 the committee will continue to collaborate with other town entities and community groups to advocate for the maintenance and management of the town's valuable open space and recreation resources, in accordance with the goals and priorities outlined in the 2002–2007 Open Space and Recreation Plan. The committee will complete and implement the first round of site management plans and will identify a second group of sites. Other areas of special attention will be the Symmes redevelopment plan and conservation restriction, the Reservoir dam project, the completion and dedication of McClennen Park, and investigation of possible scenarios to protect the Mugar land.

ARLINGTON BICYCLE ADVISORY COMMITTEE

Background

The Arlington Bicycle Advisory Committee (ABAC) was appointed by the Board of Selectmen in 1996 to advise the town on improving local bicycling conditions for both residents and visitors. The Committee promotes all forms of safe bicycling in town -- from recreational riding on the Donald R. Marquis / Minuteman Trail to using the bicycle for transportation and errands on town roadways.

ABAC meets monthly to discuss bicycle-related topics and issues in town. Meetings are posted in advance and open to the public. ABAC's website address is www.abac.arlington.ma.us

Recent Highlights

In the past year, ABAC has advised and worked on a wide range of projects and initiatives:

- Worked with the Planning Department and the Redevelopment Board to support a zoning bylaw amendment on bicycle-parking regulations, which

was approved by the annual Town Meeting in late-April.

- Hosted a well-attended ABAC Winter Social event at the Whittemore-Robbins House in February, featuring a slide-show presentation on bicycle touring in Italy.
- Organized the 7th annual BIKE-Arlington Tour, a casual-paced bicycle tour around town, on May 18. Members of the Arlington Police Bicycle Unit also supported this fun and informative community event.
- Helped to organize the first Alternative Transportation Festival in Arlington, held on May 18 at the Recreation Center.
- Hosted an information booth at Arlington Town Day, where ABAC members distributed bicycle-related information and discussed local bicycling issues with the community.
- Participated in a presentation on bicycle transportation in March, held at Quad Cycles in Arlington Heights.
- Communicated with various elementary school principals regarding bicycling to school issues in Arlington. We also developed two questions for the annual Vision 2020 Survey to solicit additional community input on bicycling to school in Arlington.
- Worked with the Department of Public Works to provide basic maintenance on Arlington's 3-mile stretch of the Donald R. Marquis / Minuteman Trail. Also worked with Arlington Green Streets to cut back and remove invasive weeds along the bikeway, and assisted the Open Space Committee in preparing a management plan for the bikeway. For more information on the Donald R. Marquis / Minuteman Trail, see the website at www.minutemanbikeway.org.
- Began working on traffic/safety issues at bikeway intersections in Arlington, specifically Arlington Center, Lake Street, and Mill Street, at the request of the Board of Selectmen.
- Helped to coordinate communication between the town and MassHighway regarding the Donald R. Marquis / Minuteman Trail work under the new Route 2 bridge in East Arlington.
- Advised on bicycle issues for new developments in town, including the Symmes and Rowsell developments, the new Boston Federal Savings Bank facility, and McClennen Park at Reed's Brook.
- Worked with Dr. Anne Lusk, visiting scientist/architect at the Harvard School of Public Health, and the Transportation Advisory Committee (TAC) to develop possible pathway projects in Arlington. The project received grant funding in late 2004.

COMMUNITY DEVELOPMENT

- Participated in various events hosted by the Massachusetts Bicycle Coalition (MassBike), including Massachusetts Bike Week and Bike Night.
- Represented Arlington at the National Bicycle Summit in Washington, D.C., organized by the League of American Bicyclists in March. Met with U.S. Representative Edward Markey to encourage support for federal Transportation Enhancements funding for local-area bicycling, pedestrian, and transit improvements.

Future Plans

ABAC is planning to organize a number of community events in 2005, including a winter social at the Whittemore-Robbins House for local-area cyclists, the annual BIKE-Arlington Tour, and an informational booth at Arlington Town Day in September. In addition, ABAC continues to work on many items listed in the previous section of this report.

If you are interested in local bicycling matters, please attend an upcoming ABAC meeting. For more information, contact the Department of Planning and Community Development at 781-316-3090, or e-mail jackjohnson@alum.bu.edu. ABAC usually meets monthly on the first Monday night in Town Hall.



TRANSPORTATION ADVISORY COMMITTEE

The Transportation Advisory Committee was established by the Board of Selectmen in the late spring of 2001 to advise the Selectmen on transportation matters for the Town, and to work cooperatively with the Police, Public Works, and Planning Departments. Jack Hurd serves as the liaison with the Board of Selectmen.

The Transportation Advisory Committee's goal is to improve the quality of life in Arlington by increasing

safety for all modes of transportation, while balancing safety with mobility, the environment, and public health. The "Three E's" of transportation: Enforcement, Engineering and Education are the areas in which the Transportation Advisory Committee, Arlington Police Department's Traffic Division, the Public Works Department, and the Planning Department work together.

Because of the work load experienced for this volunteer committee, the Transportation Advisory Committee requested that the Board of Selectman add another member at large. The Selectmen approved the request and selection of that member is underway.

Transportation Advisory Committee activities in 2004 included, but were not limited to, the following:

- Mass. Ave. Corridor: Due to its width and heavy use, most pedestrian crashes in Arlington occur along Mass Avenue. Previous work has studied lane configurations, and public meetings have been held with the community to evaluate the potential improvements. Working with DPW and the Planning Department, a project has been placed on the federal Transportation Improvement Program (TIP). Using CDBG funds, we have hired VHB under a competitive procurement to facilitate the definition and initial design of the project and to interact with Mass Highway to increase the potential of funding. This project, because of its magnitude, will require significant state or federal funding. In the meanwhile, work continues to prepare for the time that funding will be available.
- Route 60/ Mass Avenue Intersection: This intersection has the most crashes, both pedestrian and vehicular, of any intersection in Arlington. Further, there are confusing aspects to its design and operation. We initiated a study of ways that it might be improved. Seven different variations have been analyzed with the Synchro computer analysis tool. This work was set aside when support for transportation issues relative to the Symmes Development was requested in August. It will be resumed in 2005.
- Downing Square: This is the six-way the intersection of Park Ave, Lowell St, Park Ave Extension, Bow St and Westminster Ave. It is a very difficult intersection. The Transportation Advisory Committee, working with neighbors, has been proposing possible solutions to this area and the roadways leading into it. A experimental design has been suggested for the square that will likely be mocked-up in the early summer of 2005.

COMMUNITY DEVELOPMENT

- **Symmes Transportation Issues:** In August, at the Arlington Redevelopment Board's request, the Transportation Advisory Committee was asked to support preparation for the Special Town Meeting in September on the Symmes rezoning issues. Transportation issues were a part of the overall set of issues. The Transportation Advisory Committee established a subcommittee that conducted the peer review with the aid of FST and presented at the September Special Town Meeting. Following that meeting, the work continued in preparation for the Special Permit that was expected in early 2005.
- **Crosswalks:** The Transportation Advisory Committee continued its work on improving Arlington's crosswalks. Critical crosswalks have been designated based upon traffic volume, visibility, and pedestrian use. Additional thermoplastic crosswalks were placed at critical crosswalks on Mass Ave and on the Town's two major Bikeway crossings.
- **Baseline traffic information for Arlington.** Because of elimination of staff for the Traffic Division, this activity has been substantially reduced for 2004. Only occasional measurements are made for active projects and where serious safety issues are involved.

In addition to the above Transportation Advisory Committee activities, several additional requests were analyzed and recommendations made. These included: a crosswalk at Jason and Norfolk, the intersections of Cedar and Waverley, Hutchinson Road, and the Lowell Street condo development. The Transportation Advisory Committee participated in Town Day, using that venue to provide education in local traffic matters, and also worked with other local transportation groups to host an Alternative Transportation Festival.

METROPOLITAN AREA PLANNING COUNCIL

The Metropolitan Area Planning Council is the regional planning and economic development district representing 101 cities and towns in metropolitan Boston. In addition, the Council shares oversight responsibility for the region's federally funded transportation program as one of 14 members of the Boston Metropolitan Planning Organization. The Council's legislative mandate is to provide technical and professional resources to improve the physical, social, and economic condition of its district, and to develop sound responses to issues of regional significance. The Council provides research, studies, publications, facilitation, and technical assistance in the areas of land use and the environment, housing, transportation, water resources management,

economic development, demographic and socioeconomic data, legislative policy, and interlocal partnerships that strengthen the operation of local governments.

The Council is governed by 101 municipal government representatives, 21 gubernatorial appointees, and 10 state and 3 city of Boston officials. An Executive Committee composed of 25 members oversees agency operations and appoints an executive director. The agency employs approximately 30 professional and administrative staff. Funding for Council activities is derived from contracts with government agencies and private entities, foundation grants, and a per-capita assessment charged to municipalities within the district.

In the past year, the Council has focused on initiatives that respond to regional challenges, some of which include:

- **Municipal planning:** working with more than 25 communities under the Executive Order 418 program. EO 418 provides communities with up to \$30,000 in state funding to undertake overall visioning on local planning issues, including housing, economic development, natural resources, and transportation.
- **Bringing advanced technology to cities and towns in the region:** a contract with Pictometry International will provide aerial photographic images that municipal departments, including police and fire, can utilize to improve service delivery.
- **Adoption of smart growth principles:** MAPC developed and adopted principles of good planning practice that will encourage sustainable patterns of growth to benefit people living throughout the metro Boston region. MAPC is also a founding member of the Massachusetts Smart Growth Alliance.
- **Metro Data Center:** The Center is an official US Census affiliate, helping to distribute demographic data throughout the region, including demographic, economic, and housing profiles for all 101 communities in metro Boston.
- **Transportation planning:** as vice chair of the Boston Metropolitan Planning Organization, MAPC worked to develop the 25-year Regional Transportation Plan as well as the annual Transportation Improvement Program, including transportation spending priorities for the region. We also spearheaded development of transportation spending criteria, taking into account environmental, economic, and equity considerations.
- **Metropolitan Highway System Advisory Board:** MAPC staffs this board, established in

COMMUNITY DEVELOPMENT

1997 by the Commonwealth to advise the Massachusetts Turnpike Authority on issues relative to land use, air rights, zoning, and environmental impacts associated with development of land owned by the authority.

- **Regional Services Consortia:** The four regional consortia established by MAPC collectively purchased \$18 million in office supplies and highway maintenance services for its 31 member municipalities. The project also facilitates collegial forums among members' chief administrative officers focused on collaborative problem solving and resource sharing. MAPC recently became the purchasing and administrative agent for the Greater Boston Police Council, which assists over 300 units of local government in the purchase of police vehicles and other public safety supplies.
- **Metro Mayors Coalition:** Working with the mayors and city managers of 10 municipalities in the urban core on issues such as group purchasing, employee health insurance, security and emergency coordination, and municipal relief legislation.
- **Homeland security:** addressing homeland security issues by facilitating cross-municipal partnerships between police, fire, and emergency management departments to acquire and share equipment, and more generally to plan for emergencies involving multiple municipalities; fiduciary agent for state/ federal grant funding through the Massachusetts Executive Office of Public Safety.
- **Hazard mitigation:** initiating a federally-funded partnership to produce a hazard mitigation plan to protect nine coastal communities in the event of natural disasters, including flood, winter storm, wind, fire, and geologic hazards.

Please visit our website, www.mapc.org, for more details about these and other activities.

Metrofuture: Making A Greater Boston Region

MAPC has launched a new civic process, called MetroFuture, to create an updated regional vision and growth strategy for metropolitan Boston. MetroFuture engages city and town governments, state agencies, non-profits, business, labor and academic groups in this planning process. The outcome will be a vision and growth strategy that puts the region on a sustainable path in terms of land use, economic, environmental and social issues. MAPC will need the support of a broad range of organizations in the region to help plan, fund, and implement this new framework for addressing the challenges facing metropolitan Boston.

The effort to create this new strategy was launched on October 29, 2003 at a Boston College Citizens Seminar. More than 400 citizens from a wide range of local and regional groups attended the event, and expressed their opinions on the region's resources and challenges as well as their own visions for the future. This input will be critical as we move to the next phase of this exciting multi-year project. Please visit the project web site, www.metrofuture.org, for more information.

Inner Core Committee (Arlington, Belmont, Boston, Braintree, Brookline, Cambridge, Chelsea, Everett, Holbrook, Lynn, Malden, Medford, Melrose, Milton, Nahant, Newton, Quincy, Randolph, Revere, Saugus, Somerville, Waltham, Watertown, Winthrop)

The Inner Core Committee (ICC) elected officers in May 2004. Jeff Levine (Brookline) was elected as Chair and Ezra Glenn (Somerville) was elected as Vice-Chair. Actions taken by the Committee in 2004 include recommending projects to the MPO for inclusion on the UPWP and commenting to the EOEa on a Final Environmental Impact Report for the BioSquare Project in Boston. The ICC provided feedback to MAPC on the new Smart Growth Zoning District program and determined its legislative priorities for the upcoming legislative session. The Committee also engaged in discussions on / had presentations on: the new TIP criteria, chain stores on urban main streets, transit oriented development, the Commonwealth Capital Fund, affordable housing strategies, and CTPS' Intersection Study results, among other items. Lastly, the Committee held its own visioning session to provide input to the MetroFuture project.

TOWN MODERATOR

Town Meeting

Arlington's legislature, the Town Meeting, held one more session than in the prior year, which had been characterized as "unusually busy." The Annual Town Meeting met for a dozen sessions, from late April until early June. There were three Special Town Meetings, in February, May (coterminous with Annual Town Meeting sessions), and September. Attendance improved once again, ranging from 75% at the February Special Town Meeting to 91% at the initial Annual Town Meeting session.

The following are some of the significant actions taken at the Annual Town Meeting. Numbers in parentheses are article numbers:

- **Land Use.** In the wake of multiple two-family houses being built on the former Time Oldsmobile site with virtually no dimensional controls, a scheme of such regulations was proposed by the Redevelopment Board, and, after having been amended on the floor (by Town Meeting Member Christopher P. Loreti) to be more restrictive, was adopted (6). Proposals to allow temporary advertising signs at playing fields – which required amendment of both the zoning and general by-laws – were defeated (13 and 15). The protections suggested for important historical sites under the Special Places By-Law adopted last year were repealed, after the meeting rejected the nomination of the Old Schwamb Mill as the first "Special Place" (32 and 33).
- **Snow removal.** Frustration over the failure of many residents and businesses to clear their sidewalks after snowstorms prompted a revision of the snow removal rules, including increased fines (19, 20, and 21).
- **Alcoholic beverages.** Petitions to the Legislature were approved to ask the voters whether the Selectmen should be authorized to grant five additional licenses for all-alcohol licensed restaurants seating 99 or more (38), and whether the Town should be able to permit up to three package stores (94).
- **New Committees.** Several new committees to study various aspects of the Town's operations were proposed, but only three were approved: technology advisory (47), post-employment medical benefits (49), and trust fund policies (51).
- **Trash collection fees.** Several articles dealing with charging people for collection of trash were rejected (80-82).
- **Appropriations.** All appropriations - except that of the Minuteman Regional Vocational School Committee (majority vote) – were approved by unanimous votes, including pay raises for the Town employees (52-57, 62-73, 86, 87, and 89).

- **Resolutions.** Resolutions were adopted: opposing the application of the current version of Chapter 40B to the Town, advocating instead for inclusionary zoning as a method of providing affordable housing (92), urging adequate funding for education (93), and directing the School Facilities Working Group to formulate a plan for the funding sources for reconstruction of the Thompson and Stratton schools (61).

In addition, the Meeting held the first contested election on the floor in the memory of living members, when a ballot was taken for the position of Assistant Moderator, which had been created in 2003. Precinct 8 Town Meeting Member John D. Leone was elected overwhelmingly from a field of four candidates.

The February 25 Special Town Meeting dealt principally with an amendment to the agreement, previously approved, between the Town and the industrial parties regarding the remediation of environmentally hazardous materials at Peirce Field (2). That session also approved a transfer from the insurance fund for repairs to the Library, due to a flood (3), and an appropriation for reconstruction of the Peirce Field culvert (4).

The May 19 Special Town Meeting (held on the same nights as nominal Annual Town Meeting sessions) approved additional funds for the Dallin (2) and Hardy (3) school reconstruction projects, and gave the School Committee funds for pay raises for the school employees (4). An article presented by the owners of an historic house which they caused or suffered to be demolished in violation of the demolition delay by-law sought relief from that law, but the vote presented to effectuate the same was ruled beyond the scope of the article by the Moderator (6).

The September 20 Special Town Meeting lasted for three rather contentious nights, and dealt entirely with the proposed redevelopment of the Symmes Hospital site. Since the hospital property had been purchased by the Town in order to control development and ensure the continuation of medical services, the Meeting seemed poised to reject a re-zoning proposal with no guaranty of medical services. Eventually, the re-zoning was approved, after the Redevelopment Board offered a resolution stating that no alternative to medical uses would be permitted without subsequent Town Meeting approval and the adoption of an amendment by Town Meeting Member Patricia B. Worden that made medical uses a required component of the new zoning district (2). In other action, a neighborhood advisory committee was established (4), a further traffic study was authorized (5), and special legislation was sought to set aside all revenues from the project for the retirement of the debt incurred to purchase the property (3).

The traditions of Town Meeting include the singing of The Star Spangled Banner and an invocation at the beginning of each session. On the opening night of

LEGISLATIVE

the Annual Town Meeting, in line with usual custom, the Memotomymen paraded in with the colors before accompanying the Anthem on fifes and drums. The Arlington High School Madrigal Singers and the Ottoson Middle School Select Chorus, both conducted by Cheryl Hemenway, performed on May 10 and 19 respectively. On other nights Town Meeting Members Jane Howard and Geoffrey Gee accompanied on the piano.

Invocations were given by: Rabbi Stephanie Alexander of Temple Isaiah, Mary Lou Burke, pastoral assistant of St. Eulalia's Church, Major Steven Carroll of The Salvation Army, Rabbi Braham M. David of Temple Shalom, Rev. Brian Emmet, pastor of Covenant Church, Rev. Dr. Nicholas M. Kastanas,

pastor of St. Athenasius the Great Church, Rev. Thomas Nestor, administrator of St. Eulalia's Church, Town Meeting Member Dr. Richard Phelps, pastor of the United Church of New Marlborough and chaplain at Newton Wellesley Hospital, Rev. Linda Fisher Privitera, rector the Church of Our Saviour, Rev. Dr. Ronald Ramsey, rector of St. John's Episcopal Church, Rev. Carlton E. Smith, interim assistant minister of the First Parish Unitarian Universalist Church, and Rev. Jed N. Snyder, pastor of Countryside Bible Chapel. Some of these members of the clergy came on more than one occasion.

LEGISLATIVE

TOWN MEETING MEMBERS As Of December 31,2004

PRECINCT 1

Boltz, Barbara Ann	27 N. Union Street, #8	2007
Cleinman, Stuart P.	113 Sunnyside Avenue	2007
King, Marian E.	78 Gardner Street	2007
Steinhilber, Eric R.	54 Decatur Street, #2	2007
Hatfield, Inez	83 Sunnyside Avenue	2006
Norton, Ann	119 Sunnyside Avenue	2006
Oesterle, Jeffery T.	53 Gardner Street	2006
Kneeland, John G., Jr.	100 Decatur Street	2005
McGaffigan, Elizabeth	32 Silk Street	2005
McGaffigan, Paul J.	32 Silk Street	2005
Mills, Kevin M.	28 Mystic Valley Pkwy.	2005
* Barry-Smith, Chris K.	37 Silk Street	2005

PRECINCT 2

Carey, William A., Jr.	155 Lake Street	2007
Cella, Augustine R.	99 Spy Pond Parkway	2007
DeCoursey, Stephen W.	7 Cheswick Road	2007
Meister, Pamela J.	19 Village Lane	2007
Caggiano, Michael A.	9 Putnam Road	2006
Casieri, Anthony C.	22 Margaret Street	2006
Houser, Paul C.	40 Eliot Road	2006
Logan, William	7 Mary Street	2006
Carabello, Joseph P., Jr.	156 Lake Street	2005
Fiore, Elsie C.	58 Mott Street	2005
Fiore, Peter J.	58 Mott Street	2005
McCabe, Mark W.	4 Dorothy Road	2005

PRECINCT 3

Flaherty, Gregory	52 Windsor Street	2007
Hausman, Melissa A.	38 Marathon Street	2007
Hayward, William F.	68 Cleveland Street, #2	2007
Barratt, William H.	16 Cleveland Street	2006
Dratch, Robin M.	70 Teel Street	2006
Ferrante, John A., Jr.	38 Waldo Street	2006
Robillard, James F.	58 Broadway	2006
DiBona, Pamela A.	77 Grafton Street	2005
Griffin, Jean M.	42 Oxford Street	2005
Simas, Charles	42 Oxford Street	2005
Tosti, Allan	38 Teel Street	2005

PRECINCT 4

Logue, Rona S.	43 Magnolia Street, #1	2007
Marshall, Joseph M.	72 Varnum Street	2007
Piandes, George N.	24 Chandler Street	2007
Scoppettuolo, Robert P.	27 Magnolia Street	2007
Carlisle, Anne J.	116 Massachusetts Avenue, #B	2006
Costa, John J.	82 Milton Street	2006
Eberle, Jay Arthur	38 Hillcrest Street	2006
Costa, Patricia A.	82 Milton Street	2005
Ferrara, Ryan J.	94 Varnum Street	2005
Laite, George	25 Lafayette Street	2005
Piandes, Kerry T.	26 Chandler Street	2005
*Marshall, Joseph M.	74 Varnum Street	2005

PRECINCT 5

DuBois, Abigail	83 Park Street	2007
Lovelace, Susan G.	20 Amherst Street	2007
Smith, Scott B.	39 Amherst Street	2007
Vacancy		2007
Dodge, Mary M.	119 Palmer Street	2006
Gilmore, Mary C.	33 Beacon Street	2006
Vacancy		2006
Vacancy		2006
Egan, Patricia A.	132 Webster Street	2005
Marlin, Martin B.	96 Webster Street	2005
Walton, Douglas D.	31 Bowdoin Street, #1	2005
Vacancy		2005

PRECINCT 6

Fischer, Andrew S.	25 Lombard Road	2007
Kazarian, Charles P.	60 Randolph Street, #1	2007
Logan, Michael	21 Avon Place	2007
Reale, Lisa M.	244 Massachusetts Avenue, #2	2007
Gearin, John J.	382 Massachusetts Avenue, #703	2006
Guion, James T.	137 Herbert Road	2006
Murray, Richard B.	38 Marion Road	2006
Spitzkoff, Craig	12 Pond Lane, #23	2006
Hollman, Aram G.	12 Whittemore Street	2005
Reynolds, Lisa M.	1 Pond Terrace	2005
Rosselli, Emelio J.	14 Lake Street	2005
Vacancy		2005

PRECINCT 7

Connors, Joseph M.	38 Bates Road	2007
Lehrich, Joan Axelrod	17 Everett Street, #2	2007
Loreti, Christopher P.	56 Adams Street	2007
Sharpe, Theodore W.	51 Palmer Street	2007
Baron, Sheri A.	10 Raleigh Street	2006
Tobin, Daniel J.	70 Harlow Street, #2	2006
Villandry, Peter V.	63 Tufts Street	2006
White, Robert Manning	95 Everett Street	2005
Kennedy, William J.	18 Webster Street	2005
McKinney, Laurence O.	30 Foster Street	2005
Smith, Walter R.	19 Tufts Street	2005
*Hughes, Kenneth W.	20 Webster Street	2005

PRECINCT 8

Foskett, Charles T.	101 Brantwood Road	2007
Friedman, Cindy F.	130 Jason Street	2007
Rehrig, Brian H.	28 Academy Street	2007
Worden, John L., III	27 Jason Street	2007
FitzMaurice, John A.	17 Lakeview	2006
Jones, Bernice K.	21 Kensington Road	2006
Lobel, Joshua	73 Jason Street, #2	2006
Worden, Patricia B.	27 Jason Street	2006
Berkowitz, William R.	12 Pelham Terrace	2005
Bohn, Judith T.	38 Academy Street	2005
Leone, John D.	51 Irving Street	2005
Rowe, Clarissa	54 Brantwood Road	2005

LEGISLATIVE

PRECINCT 9

Coletta, David S. Bogartz	89 Quincy Street	2007
Hallee, Jerome P.	47 Maynard Street	2007
Judd, Lyman G., Jr.	4 Winslow Street, #710	2007
West, Paul A.	4 Winslow Street, #1303	2007
Herlihy, Robert E.	51 Maynard Street	2006
Garballey, Sean	45 Maynard Street	2006
O'Donnell, Deborah	8 Maynard Street, #2	2006
Ortwein, Nanci L.	135 Medford Street, #2	2006
Candelas, Gustavo	4 Water Street	2005
Hallee, Pauline Y.	47 Maynard Street	2005
Liebertson, Patricia	5 Mystic Lake Drive	2005
Ruderman, A. Michael	9 Alton Street	2005

PRECINCT 10

Grealish-Kelly, Kelley	93 Spring Street	2007
Kenney, William J., Jr.	178 Newport Street	2007
Lee, James R.	43 Bailey Road	2007
Quinn, Michael J.	15 Shawnee Road	2007
Bauer, Paul H.	179 Highland Avenue	2006
Costa, Barbara M.	26 Woodland Street	2006
Russian, Donnarose	106 Spring Street	2006
Tiedeman, Nancy N.	46 Bailey Road	2006
Howard, Jane L.	12 Woodland Street	2005
Howard, Peter B.	12 Woodland Street	2005
Shea, William E.	9 Lincoln Street	2005
*Curren, David B.	61 Hillsdale Road	2005

PRECINCT 11

Faulkner, Barry	38 Kimball Road	2007
Maytum, Claire E.	25 Ridge Street	2007
Sheehan, Daniel J.	23 Victoria Road	2007
Donovan, Karen Shelton	393 Mystic Street	2006
Dunn, Daniel J.	63 Stowcroft Road	2006
Lowenstein, Lynne A.	423 Mystic Street	2006
O'Riordan, Steven H.	21 Oak Hill Drive	2006
Caccavaro, Thomas, Jr.	28 Ridge Street	2005
Greeley, Kevin F.	363 Mystic Street	2005
Greeley, Robert E.	38 Edgehill Road	2005
Radochia, Joyce H.	45 Columbia Road	2005

PRECINCT 12

Chaput, Roland E.	74 Grand View Road	2007
Dunn, Julie B.	212 Gray Street	2007
Jamieson, Gordon A., Jr.	163 Scituate Street	2007
Thrope, Marin	348 Gray Street	2007
Dohan, Marc	43 Chester Street	2006
Harrington, Jacqueline	52 Kenilworth Road	2006
Jefferson, Robert J.	27 Park Circle	2006
Megson, Mary	24 Coolidge Road	2006
Bakey, Janice Anzalone	15 Fountain Road	2005
Dumyahn, Tom	8 Fountain Road	2005
Taber, William H.	23 Buena Vista Road	2005
*Thomas, Patricia J.	176 Mt. Vernon Street	2005

PRECINCT 13

Anderson, Kristin L.	12 Upland Road West	2007
Deyst, John J., Jr.	26 Upland Road West	2007
Deyst, Mary A.	26 Upland Road West	2007
Doherty, James F.	11 Moccasin Path	2007
Brandt, Jonathan L.	62 Windmill Lane	2006
Britt, Thomas M., Jr.	11 Foxmeadow Lane	2006
Munsey, Laura A.	418 Ridge Street	2006
Talanian, Lori	45 Oldham Road	2006
Beck, Michael D.	6 Adamian Park	2005
Gilligan, Stephen J.	77 Falmouth Road	2005
Healy, Michael T.	1 Hodge Road	2005
Krepelka, Marie A.	12 Mohawk Road	2005

PRECINCT 14

Canaday, John T.	48 Menotomy Road	2007
McCarthy, Kevin L.	251 Gray Street	2007
Stetson, Jan K.	62 Walnut Street	2007
Wyly, Susan	20 Walnut Terrace	2007
Jones, Alan H.	1 Lehigh Street	2006
Pachter, Adam E.	67 Quincy Street	2006
Tully, Joseph C.	329 Gray Street	2006
DeMille, Evelyn Smith	31 Coleman Road	2005
Hillis, Robert G.	17 Mount Vernon Street	2005
Hooper, Gwennyth R. A.	1 School Street, #102	2005
Mahon, Diane M.	23 Howard Street, #2	2005
*Budding, Robert A.	34 Harvard Street, #2	2005

PRECINCT 15

Ciano, Frank J.	65 Woodside Lane	2007
Kirby, Colleen M.	16 Pamela Drive	2007
LaCourt, Anne E.	48 Chatham Street	2007
Spangler, Ronald L.	30 Pine Street	2007
Curro, Joseph A., Jr.	21 Millett Street	2006
Ellis, A. Lee	137 Brattle Street	2006
Starr, Edward	7 Twin Circle Drive	2006
Chamallas, Charles N.	41 Candia Street	2005
Fanning, Richard C.	57 Yerxa Road	2005
Mara, Nancy A.	63 Epping Street	2005
Winkler, Howard B.	10 Sleepy Hollow Lane	2005
*Mahoney, William D.	12 Dickson Avenue	2005

PRECINCT 16

Dingee, Grace M.	71 Claremont Avenue	2007
Koch, Kevin	100 Florence Avenue	2007
Phelps, Judith Ann	77 Oakland Avenue	2007
Sandrelli, Donald A.	177 Park Avenue, #1	2007
Lewiton, Marvin	18 West Street	2006
McGann, Kevin D.	206 Wachusett Avenue	2006
Phelps, Richard S.	77 Oakland Avenue	2006
Reedy, Allen W.	153 Renfrew Street	2006
Garritty, Robert K.	275 Park Avenue	2005
Oringer, Leslie A.	65 Hillside Avenue	2005
Thornton, Barbara	223 Park Avenue	2005
*Czapski, Holly M.	25 Ely Road	2005

LEGISLATIVE

PRECINCT 17

Gibbons, Christopher A.	993 Mass. Avenue, #302	2007
LeRoyer, Ann M.	12 Peirce Street	2007
Olszewski, Angela M.	1 Watermill Place, #428	2007
Bernacchi, Vera J.	1205 Massachusetts Avenue, #1	2006
Leonard, John R.	14A Grove Street, #1	2006
Sprague, Mary M.	29 Dudley Street	2006
Thielman, Jeffrey D.	20 Bow Street	2006
Banks, Joan L.	65 Brattle Street	2005
Burke, William K.	2 Old Colony Lane, #3	2005
Gibbons, Laurie A.	993 Massachusetts Avenue, #302	2005
King, Mary R.	12 Old Colony Lane, #2	2005

PRECINCT 18

Ford, William J.	6 Mayflower Road	2007
Hadley, David E.	202 Sylvia Street	2007
Parsons, Carolyn M.	23 Brewster Road	2007
White, Brian Terence	21 Piedmont Street	2007
Bernardin, Frederick, III	289 Oakland Avenue	2006
Lynch, Paul F.	200 Wollaston Avenue	2006
Ronan, Mary I.	1 Brewster Road	2006
Valeri, Carl A.	50 Udine Street	2006
Andrew, Stephen J.	16 Wadsworth Road	2005
Belskis, John V.	196 Wollaston	2005
Gallagher, Charles	16 Shelley Road	2005
Santore, Joseph J., Jr.	8 Browning Road	2005

PRECINCT 19

Doherty, Leo F., Jr.	8 Gay Street	2007
O'Connor, James M.	63 Overlook Road	2007
Sweeney, Brian Patrick	35 Edmund Road	2007
Trembly, Edward D.	76 Wright Street	2007
Carreiro, Richard L.	211 Forest Street	2006
Deshler, Christine P.	65 Huntington Road	2006
French, Bryan A.	55 Overlook Road	2006
Hickman, John W.	63 Dothan Street	2006
Gee, Geoffrey K.	32 Edmund Road	2005
Kohl, John T.	34 James Street	2005
Murray, John R.	34 Thesda Street	2005
*McElhoe, Glenn B.	1 Carl Road	2005

PRECINCT 20

Daly, Joseph S.	37 Drake Road, Apt. 202	2007
Mann, Nora J.	45 Wollaston Avenue	2007
Phillips, Mehan S.	30 Surry Road	2007
Putnam, Thomas J.	27 Tanager Street	2007
Bloom, Raymond M.	90 Sylvia Street	2006
Gormley, Maureen E.	1250 Massachusetts Avenue	2006
Streitfeld, Mark	22 Peck Avenue	2005
Fuller, Peter T.	7 Kilsythe Road	2005
Tosi, Robert L.	14 Inverness Road	2005
Tosi, Robert L., Jr.	14 Inverness Road	2005
Vossmer, Cheryl N.	25 Peck Avenue	2005

PRECINCT 21

Abbott, Freeland K.	104 Madison Avenue	2007
Malone, Michael P.	36 Evergreen Lane	2007
Mayer, Leslie A.	131 Crescent Hill Avenue	2007
Wharton, Andrew John	95 Newland Road	2007
Carrigan, Owen R.	85 Sunset Road	2006
McCabe, Harry P.	92 Madison Avenue	2006
Scott, Martha I.	90 Alpine Street	2006
Weber, Janice A.	29 Crescent Hill Avenue	2006
Carrigan, Sharon A.	85 Sunset Road	2005
Elwell, Ralph E.	21 Montague Street	2005
McGough, James P.	11 West Court Terrace	2005
Phillips, Walter C.	2 Crescent Hill Avenue	2005

LEGISLATIVE

ANNUAL TOWN MEETING APRIL 26, 2004

Session	Date	Town Meeting Member Total	Town Meeting Members Present	Percent
1	April 26, 2004	247	225	91%
2	April 28, 2004	244	217	89%
3	May 3, 2004	246	216	88%
4	May 5, 2004	246	211	86%
5	May 10, 2004	247	207	84%
6	May 12, 2004	248	207	83%
7	May 17, 2004	248	206	83%
8	May 19, 2004	248	206	83%
9	May 24, 2004	248	209	84%
10	May 26, 2004	248	209	84%
11	June 2, 2004	248	205	83%
*12	June 7, 2004	248	194	78%
AVERAGE				84.67%

*Dissolved

ARTICLE	ACTION	DATE
2	REPORTS OF COMMITTEES	VOTED: RECEIVED 04/26/04
3	APPOINTMENT OF MEASURERS OF WOOD AND BARK	VOTED: UNANIMOUSLY 04/26/04
4	ELECTION OF ASSISTANT MODERATOR	VOTED: QUORUM PRESENT 04/28/04
5	ZONING BYLAW AMENDMENT/ BICYCLE/PARKING	VOTED: UNANIMOUSLY 04/26/04 (QUORUM PRESENT MORE THAN 85 TMM PRESENT AND VOTING)
6	ZONING BYLAW AMENDMENT/ DIMENSIONAL AND DENSITY REGULATIONS	VOTED: STANDING VOTE - 05/03/04 AFFIRMATIVE - 190 NEGATIVE - 2
7	ZONING BYLAW AMENDMENT/ FLOODPLAIN DISTRICT	VOTED: STANDING VOTE - 05/03/04 AFFIRMATIVE - 189 NEGATIVE - 8
8	ZONING BYLAW AMENDMENT/ WETLAND AND FLOODPLAIN OVERLAY	VOTED: UNANIMOUSLY - 05/03/04 MORE THAN 85 TMM PRESENT AND VOTING)
9	ZONING BYLAW AMENDMENT/ OFF STREET PARKING	VOTED: UNANIMOUSLY - 04/26/04 NO ACTION
10	ZONING BYLAW AMENDMENT/ INDUSTRIAL ZONE	VOTED: UNANIMOUSLY - 04/26/04 NO ACTION
11	ZONING BYLAW AMENDMENT/ AFFORDABLE HOUSING	VOTED: UNANIMOUSLY - 04/26/04 NO ACTION
12	ZONING BYLAW AMENDMENT/ AFFORDABLE HOUSING II	VOTED: NO ACTION 04/26/04
13	ZONING BYLAW AMENDMENT/ TEMPORARY SIGNS	VOTED: NO ACTION 05/24/04
14	ZONING BYLAW AMENDMENT/ OFF STREET PARKING	VOTED: NO ACTION 04/26/04
15	BYLAW AMENDMENT/TEMPORARY SIGNS II	VOTED: NO ACTION 05/24/04
16	ABANDONMENT OF EXTERIOR LINES	VOTED: QUORUM PRESENT 04/26/04
17	VOTE AMENDMENT/PARMENTER SCHOOL	VOTED: UNANIMOUSLY 04/28/04 (QUORUM PRESENT - MORE THAN 85 TMM PRESENT AND VOTING)
18	ENVIRONMENTAL AND ENERGY EFFICIENCY	VOTED: NO ACTION 04/28/04

LEGISLATIVE

ANNUAL TOWN MEETING (Continued) APRIL 26, 2004

ARTICLE	ACTION	DATE
19 BYLAW AMENDMENT/SNOW REMOVAL/RESIDENCES	VOTED: QUORUM PRESENT	04/28/04
20 BYLAW AMENDMENT/SNOW REMOVAL APARTMENTS/ CONDOMINIUMS	VOTED: QUORUM PRESENT	04/28/04
21 BYLAW AMENDMENT/SNOW REMOVAL/BUSINESSES	VOTED: QUORUM PRESENT	04/28/04
22 BYLAW AMENDMENT/PUBLIC WAYS	VOTED: QUORUM PRESENT	04/28/04
23 BYLAW AMENDMENT/REPAIRS TO PRIVATE WAYS	VOTED: QUORUM PRESENT	04/28/04
24 BYLAW AMENDMENT/ RECREATION VEHICLES	VOTED: STANDING VOTE - AFFIRMATIVE - 125 NEGATIVE - 38	05/05/04
25 BYLAW AMENDMENT/DATA PROCESSING ADVISORY BOARD	VOTED: UNANIMOUSLY	05/17/04
26 BYLAW AMENDMENT/REVENUE MANUAL	VOTED: NO ACTION	05/03/04
27 BYAW AMENDMENT/DOG PARKS	VOTED: QUORUM PRESENT	05/05/04
28 BYLAW AMENDMENT/ADJUSTMENTS TO TOWN FEES	VOTED: UNANIMOUSLY - NO ACTION	05/05/04
29 BYLAW AMENDMENT/NEWS RACKS	VOTED: UNANIMOUSLY - NO ACTION	05/05/04
30 AMEND BYLAWS/CONTROL OF PARKS	VOTED: QUORUM PRESENT	05/05/04
31 VOTE AMENDMENT/WETLANDS PROTECTION	VOTED: QUORUM PRESENT	05/05/04
32 SPECIAL PLACE/THE OLD SCHWAMB MILL	VOTED: NO ACTION	05/05/04
33 BYLAW AMENDMENT/SPECIAL PLACES	VOTED: STANDING VOTE - AFFIRMATIVE - 110 NEGATIVE - 72	05/10/04
34 HOME RULE PETITION/SAFE PLACEMENT OF NEWBORNS AND INFANTS	VOTED: DEFEATED STANDING VOTE - AFFIRMATIVE - 53 NEGATIVE - 112	05/10/04
35 HOME RULE PETITION/TIMOTHY PACHECO	VOTED: STANDING VOTE - AFFIRMATIVE - 110 NEGATIVE - 50	05/10/04
36 HOME RULE LEGISLATION/ REQUEST FOR LEGISLATION/ MEETING NOTICES	VOTED: NO ACTION	05/10/04
37 HOME RULE LEGISLATION/ BEER, WINE, AND MALT SALE LICENSES	VOTED: NO ACTION	05/12/04
38 HOME RULE LEGISLATION/ REQUEST FOR LEGISLATION/ ALL ALCOHOL LICENSES	VOTED: STANDING VOTE - AFFIRMATIVE - 154 NEGATIVE - 15	05/12/04
39 REVOLVING FUNDS	VOTED: QUORUM PRESENT	05/12/04
40 ENDORSEMENT OF CDBG APPLICATION	VOTED: UNANIMOUSLY	05/24/04
41 RESIDENCY REQUIREMENT/ TOWN COUNSEL	VOTED: STANDING VOTE - AFFIRMATIVE - 100 NEGATIVE - 20	05/12/04
42 AUTHORITY TO FILE FOR GRANTS	VOTED: UNANIMOUSLY	05/12/04
43 ON STREET PARKING	VOTED: NO ACTION	05/12/04
44 REQUEST FOR LEGISLATION/ MUNICIPAL BUILDING INSURANCE FUND	VOTED: STANDING VOTE - AFFIRMATIVE - 124 NEGATIVE - 2	05/12/04
45 HOME RULE LEGISLATION/ MUNICIPAL BUILDING INSURANCE TRUST FUND	VOTED: UNANIMOUSLY - NO ACTION	05/12/04
46 ESTABLISH COMMITTEE/ INFORMATION SYSTEMS	VOTED: UNANIMOUSLY - NO ACTION	05/12/04
47 ESTABLISH INFORMATION TECHNOLOGY ADVISORY COMMITTEE	VOTED: UNANIMOUSLY	05/17/04
48 ESTABLISH COMMITTEE/TOWN BUDGETS	VOTED: NO ACTION	05/17/04
49 ESTABLISH COMMITTEE/POST- EMPLOYMENT MEDICAL BENEFITS COMMITTEE	VOTED: UNANIMOUSLY	05/17/04

LEGISLATIVE

ANNUAL TOWN MEETING (Continued) APRIL 26, 2004

ARTICLE	ACTION	DATE
50	ESTABLISH COMMITTEE/ RESERVE FUND/ SPENDING POLICIES	VOTED: DEFEATED STANDING VOTE – AFFIRMATIVE – 67 NEGATIVE - 95 05/24/04
51	ESTABLISH COMMITTEE/TRUST FUND POLICIES	VOTED: UNANIMOUSLY 05/17/04
52	APPROPRIATION/TOWN BUDGETS	VOTED: QUORUM PRESENT SEE TEXT 05/26/04 06/02/04 06/07/04
53	APPROPRIATION/MINUTEMAN REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL	VOTED: QUORUM PRESENT 05/24/04
54	APPROPRIATION/TOWN CELEBRATIONS, ETC.	VOTED: UNANIMOUSLY 05/17/04
55	APPROPRIATION/COMMITTEES AND COMMISSIONS	VOTED: UNANIMOUSLY 05/17/04
56	APPROPRIATION/MISCELLANEOUS	VOTED: UNANIMOUSLY 05/17/04
57	CAPITAL BUDGET	VOTED: PART 1 – UNANIMOUSLY (QUOURM PRESENT – MORE THAN 85 T.M.M. PRESENT AND VOTING) PART 2 – UNANIMOUSLY PART 3 – (UNANIMOUSLY - MORE THAN 85 T.M.M. PRESENT AND VOTING) PART 4 – UNANIMOUSLY PART 5 - UNANIMOUSLY 05/17/04
58	RESCIND AUTHORITY TO BORROW	VOTED: UNANIMOUSLY - NO ACTION 05/17/04
59	APPROPRIATION/HARDY SCHOOL	VOTED: UNANIMOUSLY NO ACTION 05/17/04
60	APPROPRIATION/DALLIN SCHOOL CONSTRUCTION PROJECT	VOTED: UNANIMOUSLY NO ACTION 05/17/04
61	ALTERNATIVES REGARDING ELEMENTARY SCHOOL REBUILD PROGRAM	VOTED: UNANIMOUSLY 05/26/04
62	APPROPRIATION /FINANCING OF CONSTRUCTION OR RECONSTRUCTION OF SEWERS AND SEWERAGE FACILITIES	VOTED: UNANIMOUSLY (QUORUM PRESENT - MORE THAN 85 T.M.M. PRESENT AND VOTING) 05/17/04
63	APPROPRIATION /FINANCING OF CONSTRUCTION OR RECONSTRUCTION OF WATER MAINS AND WATER FACILITIES	VOTED: UNANIMOUSLY (QUORUM PRESENT - MORE THAN 85 T.M.M. PRESENT AND VOTING) 05/17/04
64	APPROPRIATION/PENSION ADJUSTMENT FOR FORMER TWENTY-FIVE YEAR EMPLOYEES	VOTED: UNANIMOUSLY 05/17/04
65	COLLECTIVE BARGAINING/ LOCAL 680	VOTED: UNANIMOUSLY 06/07/04
66	COLLECTIVE BARGAINING/NAGE	VOTED: UNANIMOUSLY 06/07/04
67	COLLECTIVE BARGAINING/ LIBRARY PROFESSIONALS	VOTED: UNANIMOUSLY 06/07/04
68	COLLECTIVE BARGAINING/ LOCAL 1297 FIREFIGHTERS	VOTED: UNANIMOUSLY 06/07/04
69	COLLECTIVE BARGAINING/ PATROLMEN	VOTED: UNANIMOUSLY 06/07/04
70	COLLECTIVE BARGAINING/ RANKING POLICE OFFICERS	VOTED: UNANIMOUSLY 06/07/04
71	M SCHEDULE AND NON-UNION EMPLOYEES	VOTED: UNANIMOUSLY 06/07/04
72	FUNDING FUTURE COLLECTIVE BARGAINING	VOTED: UNANIMOUSLY NO ACTION 06/07/04
73	SALARY ADJUSTMENT/ELECTED OFFICIALS	VOTED: UNANIMOUSLY 06/07/04
74	POSITIONS RECLASSIFICATION	VOTED: QUORUM PRESENT 05/19/04
75	TRANSFER OF APPROPRIATIONS/ PARKING (BOARD OF SELECTMEN)	VOTED: UNANIMOUSLY - NO ACTION 05/19/04

LEGISLATIVE

ANNUAL TOWN MEETING (Continued) APRIL 26, 2004

ARTICLE	ACTION	DATE
76 APPROPRIATION/WEED TREATMENT	VOTED: UNANIMOUSLY - NO ACTION	05/19/04
77 APPROPRIATION/LIBRARY WAY	VOTED: NO ACTION	05/24/04
78 FIELD USER FEES	VOTED: QUORUM PRESENT	05/26/04
79 APPROPRIATION/PARK AVENUE BRIDGE	VOTED: NO ACTION	05/24/04
80 TRASH COLLECTION	VOTED: NO ACTION	05/24/04
81 TRASH COLLECTION FEE	VOTED: UNANIMOUSLY - NO ACTION	05/24/04
82 TRASH COLLECTION PLAN	VOTED: NO ACTION	05/24/04
83 PERMISSIVE LEGISLATION	VOTED: UNANIMOUSLY - NO ACTION	05/19/04
84 LOCAL OPTION TAXES	VOTED: UNANIMOUSLY - NO ACTION	05/19/04
85 CREATE POSITION/TOWN WEB SITE	VOTED: UNANIMOUSLY - NO ACTION	05/19/04
86 APPROPRIATION/RETIREE HEALTHCARE TRUST FUND	VOTED: UNANIMOUSLY	05/19/04
87 APPROPRIATION/TIP FEE STABILIZATION FUND	VOTED: UNANIMOUSLY	05/19/04
88 TRANSFER OF FUNDS/CEMETERY	VOTED: UNANIMOUSLY	05/24/04
89 APPROPRIATION/OVERLAY RESERVE	VOTED: UNANIMOUSLY	05/19/04
90 APPROPRIATION/STABILIZATION FUND	VOTED: UNANIMOUSLY - NO ACTION	05/19/04
91 USE OF FREE CASH	VOTED: UNANIMOUSLY	06/07/04
92 RESOLUTION/AFFORDABLE HOUSING	VOTED: QUORUM PRESENT	05/19/04
93 RESOLUTION/PRINCIPLES FOR PUBLIC SCHOOL EDUCATION	VOTED: QUORUM PRESENT	05/24/04
94 HOME RULE LEGISLATION/BEER AND WINE AND ALL ALCOHOL	VOTED: STANDING VOTE - AFFIRMATIVE - 109 NEGATIVE - 63	05/24/04

RESOLUTIONS -

DISTRIBUTION OF HATE GROUP LEAFLETS - PRESENTED MAY 10, 2004

PUBLIC WORKS WEEK - PRESENTED MAY 10, 2004

BUCKLE UP WEEK - PRESENTED MAY 19, 2004

RETIREMENT OF DR. RONALD FITZGERALD (MINUTEMAN REGIONAL SCHOOL) - PRESENTED MAY 24, 2004

ROBBINS LIBRARY MONTH - PRESENTED MAY 26, 2004

SPECIAL TOWN MEETING FEBRUARY 25, 2004

Session	Date	Town Meeting Member Total	Town Meeting Members Present	Percent
*1	February 25, 2004	242	182	75%

*Dissolved

ARTICLE	ACTION	DATE
1 REPORT OF COMMITTEES	VOTED: RECEIVED	02/25/04
2 PEIRCE FIELD	VOTED: UNANIMOUSLY	02/25/04
3 MUNICIPAL BUILDING INSURANCE TRUST FUND	VOTED: UNANIMOUSLY	02/25/04
4 APPROPRIATION/CAPITAL BUDGET	VOTED: VOICE VOTE (UNANIMOUSLY - MORE THAN 85 TMM PRESENT AND VOTING)	02/25/04

LEGISLATIVE

SPECIAL TOWN MEETING (Continued) FEBRUARY 25, 2004

ARTICLE	ACTION	DATE
5 COLLECTIVE BARGAINING/ RANKING POLICE OFFICERS	VOTED: QUORUM PRESENT	02/25/04
6 INTERNET INFORMATION OFFICER	VOTED: QUORUM PRESENT	02/25/04

SPECIAL TOWN MEETING May 19, 2004

Session	Date	Town Meeting Member Total	Town Meeting Members Present	Percent
1	May 19, 2004	248	206	83%
*2	May 26, 2004	248	209	84%
AVERAGE				83.50%

*Dissolved

ARTICLE	ACTION	DATE
1 REPORT OF COMMITTEES	VOTED: RECEIVED	05/19/04
2 APPROPRIATION/DALLIN SCHOOL CONSTRUCTION PROJECT	VOTED: UNANIMOUSLY (QUORUM PRESENT - MORE THAN 85 T.M.M. PRESENT AND VOTING)	05/19/04
3 APPROPRIATION/HARDY SCHOOL	VOTED: STANDING VOTE - AFFIRMATIVE - 176 NEGATIVE - 3	05/19/04
4 ADDITIONAL APPROPRIATION FY04 SCHOOL BUDGET	VOTED: QUORUM PRESENT	05/26/04
5 EXCEPTION TO ARTICLE 6 OF TITLE IV BUILDING REGULATIONS	VOTED: NO ACTION	05/19/04
6 REVISION TO FY04 WATER AND SEWER ENTERPRISE FUND	VOTED: NO ACTION	05/19/04

SPECIAL TOWN MEETING September 20, 2004

Session	Date	Town Meeting Member Total	Town Meeting Members Present	Percent
1	September 20, 2004	246	213	87%
2	September 22, 2004	245	201	82%
*3	September 27, 2004	245	211	86%
AVERAGE				85%

*Dissolved

ARTICLE	ACTION	DATE
1 REPORT OF COMMITTEES	VOTED: RECEIVED	09/20/04
2 SYMMES REZONING	VOTED: STANDING VOTE AFFIRMATIVE - 176 NEGATIVE - 22	09/27/04
3 HOME RULE PETITION SYMMES SITE	VOTED: UNANIMOUSLY MORE THAN 85 TMM PRESENT AND VOTING	09/27/04

LEGISLATIVE

SPECIAL TOWN MEETING (Continued) SEPTEMBER 20, 2004

ARTICLE	ACTION	DATE
4	ESTABLISH SYMMES NEIGHBORHOOD ADVISORY COMMITTEE	VOTED: UNANIMOUSLY 09/27/04
5	APPROPRIATION/TRAFFIC STUDY/SYMMES	VOTED: QUORUM PRESENT 09/27/04
6	DEED RESTRICTIONS/ SYMMES PROPERTY	VOTED: STANDING VOTE 09/27/04 AFFIRMATIVE – 136 NEGATIVE - 1
7	TRANSFER OF FUNDS/ CONSERVATION COMMISSION	VOTED: UNANIMOUSLY 09/27/04

RESOLUTIONS

ARLINGTON RECYCLING WEEK – Presented on September 20, 2004

MEDICAL SERVICES ON SYMMES SITE – Voted on September 27, 2004

TOWN CLERK AND ELECTIONS

TOWN CLERK

The following annual report of the Town Clerk for the year ending December 31, 2004 is herewith submitted in accordance with Section 3 of Article 3, Title I of the Town By-Laws. During 2004, the Presidential Primary, Annual Election of Town Officers, the Annual and three Special Town Meetings, the State Primary, and the State (Presidential) Election were prepared for and conducted by the Town Clerk's Office.

The Town has twenty-one AccuVote machines, one for each precinct, and a main counting system located in the Town Clerk's Office. This system consists of paper ballots to be marked by the voters and inserted into the AccuVote machines, which automatically tally the votes appearing on the paper ballots. When the polls close, the precinct totals are immediately printed at the precinct, posted, announced and then transferred to the Town Clerk's Office on a memory card, where the precinct totals are accumulated by entering the memory cards into the main counting system. Finally, the complete official town results are printed and announced.

Town Meeting Members whose terms were to expire at the Annual Town Election were notified of that fact and of the provision of law which allows them to become candidates for re-election by giving written notice thereof to the Town Clerk. Nomination papers were issued to candidates for town offices including Town Meeting Members, and, after being certified by the Registrars of Voters were filed with the Town Clerk. A meeting was held by the Registrars of Voters, as required by law, to draw names for position on the official ballot for the Annual Town Election.

Candidates for town offices, except Town Meeting Members, were notified of the requirements of the law regarding the filing of periodic statements of campaign receipts and expenditures with the Town Clerk's Office. Incumbents and candidates for election during the previous year, who had campaign finance activity, a balance and/or liability were also notified of the requirements of filing annual reports.

Upon application, absentee ballots were issued for the Presidential Primary, Annual Town Election, State Primary and the State (Presidential) Election. Applications for absentee ballots were automatically sent to all persons who had filed physicians' certificates of permanent physical disability, as required by law. Many residents took advantage of the provision of law which allowed them to vote in person in the Town Clerk's Office prior to the elections if they were to be out of town or otherwise unavailable to vote in person at the polls on the day of the elections. A total of 2,863 absentee ballots were issued in 2004 (Presidential Primary – 393, Annual Town Election – 269, State Primary – 336 and State (Presidential) – 1,865).

The Annual Town Meeting began on April 26, 2004 and continued for twelve sessions, dissolving on June 7, 2004. A total of ninety-four warrant articles were acted upon. The first article of the Annual Town Meeting is the Annual Town Election. The Special Town Meetings were called for on February 25th (six articles), May 19th (six articles) and September 20th (seven articles) at which time the articles were acted upon. Meetings were held prior to the Annual and Special Town Meetings to fill vacancies in the town meeting membership (caused by resignation, removal from town, or death) until the next Annual Town Election.

Certificates of all appropriations voted at all town meetings and the provisions for meeting them were sent to the Board of Assessors and the Comptroller, as required by law. Certified copies of all votes authorizing indebtedness were sent to the Director of Accounts. The Secretary of the Commonwealth was notified of the acceptance by the Town Meeting of any provisions of the General Laws. In addition, certified copies of all votes passed at all town meetings were sent to the departments affected.

All the amendments to the Town By-Laws and Zoning By-Laws as voted at the Annual and Special Town Meetings were submitted to the Attorney General and were approved within the statutory period provided. They were then advertised for two successive weeks in the local newspaper, as required by law, following which they took effect.

A summary of the Annual and Special Town Meetings appear in the Legislative section of this Annual Report. A complete record of the actions taken is contained in the Records of Elections and Town Meetings in the Town Clerk's Office.

Births, deaths and marriages were recorded and copies forwarded to the Secretary of the Commonwealth monthly. The legislature voted to approve same-sex marriages this year in Massachusetts; therefore, we issued more marriage licenses than in previous years. Certified copies of these vital statistics and all other documents recorded in the Town Clerk's Office were made available upon request.

A total of 989 dogs were licensed and 286 sporting (conservation) licenses issued by the Town Clerk's Office. In addition, certain licenses granted by the Board of Selectmen were issued. Raffle and bazaar permits and gasoline permit renewals were issued, financing statements, utility pole locations, cemetery deeds and business certificates were recorded. Decisions of the Zoning Board of Appeals, decisions on requests for Special Permits from the Redevelopment Board and Amendments to the Traffic Rules and Orders were also placed on file in this office.

The Department of Revenue was notified of all licenses and permits issued and business certificates

TOWN CLERK AND ELECTIONS

filed. Street permit, drainlayer, blasting and other surety bonds covering contractors were also placed on file in this office. Oaths of office were administered to all elected or appointed town officials and each was given copies of excerpts from the Open Meeting Law and the Conflict of Interest Law. Notices of meetings of all boards, committees or commissions were publicly posted upon receipt, as required by the Open Meeting Law. Town officials and departments were notified of all Legislative Acts affecting them.

Fines were collected for citations issued under Section 21D of Chapter 40, General Laws, for violations of the Town By-Laws. Citations for persons who did not pay the penalties within the required time (twenty-one days) were referred to the Clerk of the District Court of Middlesex for further action.

Fees Collected During 2004

Marriage Intentions	\$7,630
Filing Fees	\$1,166
Certificates (Miscellaneous)	\$37,945
Pole Locations / Zoning (Miscellaneous)	\$248
Renewal of Gasoline Permits	\$1,975
Books (Miscellaneous)	\$720
Violations (Miscellaneous)	\$2,300
Dog Licenses	\$7,181
Duplicate Dog Tags	\$22
Licenses (Miscellaneous)	\$900
Conservation Licenses	\$8,283
Municipal Town Fees	\$287
TOTAL	\$68,657
Fees to Division of Fisheries & Wildlife	\$8,135

Your attention is directed to the following vital statistics of the Town, which are recorded at this time. It should be noted, however, that the summaries of births and deaths are incomplete, inasmuch as records thereof pertaining to Arlington residents are still being received by our office from the cities and towns where these events occurred.

Vital Statistics

Births	520
Deaths	367
Marriages	371

REGISTRARS OF VOTERS

As mandated by law, a combined Annual Town and School Census was conducted during the months of January and February, 2004. The census was conducted entirely by mail, with computer preprinted forms sent to each household in Arlington requesting that information contained therein be confirmed or corrected. The census forms contained the names of all persons residing in Arlington. Once returned to the Registrars' Office, all census and voter information was entered and continually updated in the Town's computer base by the Registrars' Office.

A list of persons from birth to twenty-one years of age was transmitted to the School Committee. The Jury Commissioner obtained juror information directly from the Massachusetts Voter Registration Information System from data entered into the system by this office. The Annual True List of Persons, seventeen years of age and over, was published as required by law. In accordance with the True List information that had been presented, notices were sent by first-class mail, as required by law, to persons whose names were to be removed from the voting list because they had not been reported as residing in Arlington on January 1, 2004. Those who proved residence were reinstated. The total number of registered voters upon completion of the annual revision of the voting list was 29,841, including 14,891 enrolled Democrats, 2,890 enrolled Republicans, 128 enrolled Libertarians, 105 enrolled Green-Rainbow and 11,808 unenrolled voters. In addition to the voters enrolled in the four political parties and those who were unenrolled, the following number of voters were enrolled in these legal political designations: 1 – Reform Party, 1 – Green Party USA, 4 – Socialist, 12 – Interdependent 3rd Party, and 1 – Constitution Party. The following designations had no enrollees: America First Party, American Independent, Conservative, Natural Law Party, New Alliance, New World Council, Prohibition, Rainbow Coalition, Timesizing not Downsizing, Veteran Party America, We the People and World Citizens Party. Voters who enroll in a political designation may not vote in any state or presidential primary. Cards were mailed to voters acknowledging receipt of change or cancellation of political party enrollments received during the year by this office.

Throughout the year, daily sessions for registration of voters were held during regular business hours in the Office of the Town Clerk. Special sessions were also held until 8:00 P.M. on the last day to register voters for the Presidential Primary, Annual Town Election, the State Primary and the State (Presidential) Election.

The provisions of the so-called "Motor Voter" Bill permits mail-in voter registration and eliminated the requirement that special evening and Saturday

TOWN CLERK AND ELECTIONS

sessions for the registration of voters be held except for the final day prior to the deadline for registration for primaries and elections. Special forms for mail-in voter registration were made available at various locations throughout Arlington and all other cities and towns in the State.

In addition, persons were allowed to fill out voter registration affidavits at public offices throughout Massachusetts, such as the Registry of Motor Vehicles, Social Security, Welfare, Medicaid, Food Stamps, Military Recruitment Offices and other State and Federal departmental offices. These affidavits were forwarded through the computer or by mail to the Registrars of Voters or Election Commissioners of the voters' places of residence. As required by law, acknowledgment forms were sent to persons who registered to vote at special locations, or mailed in registration affidavits, notifying them of their precincts and voting places.

The Board certified voter signatures appearing on nomination papers filed by or in behalf of candidates seeking offices at the Annual Town Election. Also, petitions for articles to be inserted in the warrant for the 2004 Annual and Special Town Meetings and applications for absentee ballots for the Presidential Primary, Annual Town Election, State Primary and State (Presidential) Election. After nomination papers for the Annual Town Election had been certified by the Registrars of Voters and filed with the Town Clerk, the Registrars of Voters held a meeting to draw names for the order of position on the official ballot for the election, as required by law.

During the year, the information contained on approximately 20,000 census forms of residents of the Town on January 1 was transferred to their individual master cards. These cards provide a complete official record of residence for all persons seventeen years of age or older from the time they first become residents of the Town. From such information, certificates of residence are issued daily to establish eligibility for attendance at state and regional schools, colleges and universities, receipt of old age assistance, veterans' services, social security, employment in state or federal civil service and for many other purposes. In addition, Registered Voters' Certificates were issued throughout the year from the Board's records for identification purposes and for proof of citizenship.

During the Presidential Primary, Annual Town Election, State Primary and State (Presidential) Election, the Registrars of Voters were in session throughout the entire time the polls were open to assist voters who had questions relating to registration, name and/or address changes, precincts, polling places and other problems arising during that time. After the polls closed, the Registrars assisted in the tabulation of the ballots until the final results were announced.

TOWN CLERK AND ELECTIONS

VOTING RESULTS

PRESIDENTIAL PRIMARY, MARCH 2, 2004

Total Ballots Cast – 9,063
 Democratic – 8,566
 Republican – 497
 Green-Rainbow – 13 (hand counts)
 Libertarian – 9 (hand counts)

DEMOCRATIC PARTY

PRESIDENTIAL PREFERENCE

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Richard Gephardt	2	1	0	0	0	6	0	1	0	0	0	1	1	0	1	0	0	1	0	0		9
Joseph Lieberman	0	5	2	5	1	1	5	4	2	5	5	4	4	4	2	4	1	4	4	5	5	72
Wesley K. Clark	1	2	3	2	3	0	2	6	2	2	4	4	4	6	5	0	1	2	2	4	2	57
Howard Dean	10	16	20	12	8	21	11	20	8	17	17	32	12	14	23	16	14	8	29	15	18	341
Carol Moseley Braun	0	1	2	0	1	1	1	1	0	0	3	0	0	0	2	0	0	0	3	0		16
John Edwards	52	80	60	59	70	70	59	101	70	87	90	99	71	77	78	82	48	73	96	69	64	1,555
Dennis J. Kucinich	20	30	37	32	15	33	26	52	17	30	21	29	12	36	10	25	11	9	23	34	16	518
John F. Kerry	211	259	232	206	188	211	240	314	297	355	321	421	262	285	340	319	190	324	307	262	265	5,809
Lyndon H. LaRouche, Jr.	0	2	1	1	1	0	0	0	0	1	2	0	0	1	1	0	0	0	0	0		11
Al Sharpton	3	6	4	2	2	5	6	7	6	4	3	4	5	1	3	5	1	3	4	3	0	77
No Preference	2	5	2	2	3	1	1	4	2	8	1	3	2	5	4	2	2	1	6	1		58
Other	1	0	1	0	1	0	0	2	1	1	0	1	0	0	1	0	0	1	0	0	1	11
Blanks	23	25	22	15	21	18	20	21	21	34	42	29	36	26	28	19	22	28	30	28	21	529

STATE COMMITTEE MAN – Fourth Middlesex District

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Robert Hogan	200	262	200	198	209	199	225	235	256	279	293	357	210	263	287	294	177	252	281	253	231	5,161
Others	4	2	0	1	1	0	8	3	0	2	2	1	2	6	2	1	1	6	4	2		49
Blank	121	168	186	137	104	163	145	287	170	258	217	271	199	186	204	181	112	201	210	172	160	3,853

STATE COMMITTEE WOMAN – Fourth Middlesex District

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Patricia M. Deal	218	281	217	220	214	221	245	283	284	323	335	401	248	263	319	325	190	281	325	281	253	5,727
Others	2	2	2	1	1	2	1	3	2	1	2	2	1	2	6	1	1	3	5	2	3	45
Blanks	105	149	167	115	99	140	125	244	143	213	175	227	161	186	172	151	99	170	167	146	137	3,291

DEMOCRATIC TOWN COMMITTEE – 35 Elected

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total	
Group	135	183	165	141	152	145	151	213	168	233	204	276	151	200	213	219	131	190	220	190	172	3,851	
Blanks	190	249	221	195	162	218	220	317	261	304	308	355	259	251	284	258	159	264	277	239	221	5,212	
Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Blanks	Total
Jim Marzilli 15 Stevens Ter.	193	258	230	198	209	227	220	395	281	368	332	441	259	296	325	346	186	301	346	296	250	3,106	5,957
Barbara C. Goodman 31 Walnut St.	154	226	199	172	167	174	182	287	208	297	256	348	196	258	262	272	162	226	277	230	214	4,296	4,767
Jeffrey D. Thielman 20 Bow St.	149	204	185	154	161	174	167	259	189	271	229	326	180	234	245	251	142	225	258	220	196	4,644	4,419
Susan Marzilli Shaer 15 Stevens Ter.	153	213	195	163	170	179	273	290	210	303	262	353	183	239	254	263	152	218	276	230	203	4,381	4,682
Kevin T. Knobloch 35 Academy St.	143	208	186	153	161	159	162	281	189	266	226	306	169	219	232	241	141	206	240	202	178	4,795	4,268
Carol A. Coolidge 18 Stevens Ter.	150	199	176	152	159	152	161	229	188	252	228	307	167	209	228	237	142	203	233	202	185	4,904	4,159
David B. Curren 61 Hillside Ave.	146	194	174	149	161	152	160	231	183	252	219	297	161	214	228	252	141	216	240	206	180	4,907	4,156
Camilla B. Haase 88 Park Ave.	147	201	177	154	155	156	160	227	183	249	232	301	165	213	231	239	143	210	241	218	189	4,872	4,191
Freeland K. Abbott 104 Madison Ave.	141	203	176	148	159	162	167	248	192	249	226	315	169	216	240	238	142	213	250	212	210	4,787	4,276
Olga B. Kahn 90 Falmouth Rd. W.	145	200	182	158	158	160	167	242	192	272	236	302	186	217	238	242	146	197	245	205	184	4,789	4,274
John V. Belskis 196 Wollaston Ave.	138	190	172	148	159	150	157	217	176	247	212	291	156	205	221	246	139	227	233	208	177	4,994	4,069
Adele A. Kraus 100 Falmouth Rd. W.	143	199	173	156	156	158	161	233	185	261	239	298	195	210	239	239	141	205	238	206	185	4,823	4,220
John C. O'Donnell 1230 Mass. Ave.	157	196	182	153	174	157	165	220	196	242	221	302	164	212	225	243	147	205	242	208	190	4,862	4,201

TOWN CLERK AND ELECTIONS

PRESIDENTIAL PRIMARY, MARCH 2, 2004 (continued)

DEMOCRATIC TOWN COMMITTEE – 35 Elected (continued)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Blanks	Total
Karen Bishop 14 Highland Ave.	147	202	179	156	160	154	165	225	190	262	243	305	165	216	234	252	144	204	249	205	187	4,819	4,244
Richard E. Smith 38 Washington St.	142	190	177	148	157	151	158	228	183	250	216	292	169	210	269	231	147	201	247	198	178	4,954	4,109
Deborah L. Goldsmith 21 Devereaux St.	147	195	178	150	160	155	160	243	192	252	225	294	159	208	227	236	141	198	237	200	182	4,924	4,139
Gwenyth R. Hooper 1 School St.	145	202	185	154	156	164	166	294	198	287	242	324	180	249	247	242	143	211	246	208	185	4,635	4,428
Joseph W. Dalton 177 Brattle St.	145	187	170	146	161	152	160	222	179	245	221	301	166	217	246	238	141	201	242	202	185	4,936	4,127
Sarah A. Parker 48 Walnut St.	147	202	182	154	156	158	163	226	187	259	229	298	168	228	232	237	146	199	237	201	182	4,872	4,191
Sean Garballey 45 Maynard St.	142	192	174	148	167	152	167	223	218	252	227	299	171	209	234	231	141	195	240	194	177	4,910	4,153
Maura T. Shannon 177 Newport St.	152	201	178	154	167	158	166	223	195	262	238	314	166	217	239	252	147	212	245	206	186	4,795	4,278
Ronald E. Feldman 89 Marathon St.	150	195	181	153	158	158	162	222	184	246	215	290	163	212	227	234	142	200	236	198	179	4,958	4,105
Steven Alan Frigand 35 Draper Rd.	140	185	173	143	155	150	154	234	176	248	231	291	169	206	223	226	136	202	232	194	175	5,020	4,043
Roberta G. Selleck 898 Mass. Ave.	147	199	182	155	159	155	160	221	187	247	221	287	159	209	227	232	143	198	240	202	182	4,951	4,112
Timothy R. Shannon 29 Lake St.	157	232	182	155	173	163	168	224	188	243	225	292	163	208	233	239	143	198	240	202	182	4,951	4,112
Catherine M. Haskell 4 Old Colony Ln.	142	207	176	150	158	157	163	223	186	248	227	294	168	207	235	238	150	195	237	205	182	4,914	4,148
Eugene B. Benson 16 Hillsdale Rd.	138	188	175	149	155	161	159	238	179	252	218	295	165	210	223	230	139	207	231	199	178	4,966	4,089
Christina Kasica 212 Pleasant St.	143	194	176	151	156	156	159	226	182	246	224	286	157	211	226	228	141	197	234	199	179	4,990	4,071
Susan Wyly-Jones 20 Walnut Ter.	143	198	180	154	162	154	157	226	188	248	225	296	163	219	228	239	140	203	239	203	181	4,928	4,146
Joseph S. Daly 37 Drake Rd.	148	207	178	151	180	162	171	224	197	251	227	313	186	217	245	243	152	219	258	220	193	4,725	4,342
Stacey F. Bishop 14 Highland Ave.	148	197	173	152	158	151	160	221	184	257	226	299	159	210	230	237	141	202	236	201	183	4,629	4,125
Martha Schley Thayer 71 George St.	142	195	174	149	155	155	159	222	183	250	224	297	163	206	223	248	146	220	235	205	183	4,929	4,134
Janice Anzalone Bakey 15 Fountain Rd.	149	211	183	162	162	166	170	173	197	289	244	348	185	221	246	261	148	217	265	213	196	4,557	4,506
Paul Schlichtman 47 Mystic St.	156	220	194	158	165	180	184	261	203	283	255	337	201	241	260	267	154	229	271	226	211	4,238	4,656
Patricia M. Deal 9 Ronald Rd.	156	221	185	166	169	174	184	253	208	275	251	329	201	231	259	260	157	219	285	217	202	4,461	4,602

REPUBLICAN PARTY

PRESIDENTIAL PREFERENCE

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
George W. Bush	18	22	18	11	15	13	17	17	16	29	38	25	32	18	25	15	16	26	27	20	17	435
No Preference	3	1	1	1	3	4	0	1	2	2	1	2	4	4	1	3	2	1	0	3	2	41
Others	0	1	0	0	0	0	1	0	3	0	1	0	0	3	1	1	0	0	0	0	1	12
Blanks	0	1	1	0	1	0	0	1	0	1	1	0	0	0	0	0	1	0	1	1	0	9

STATE COMMITTEE MAN – Fourth Middlesex District

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Amos J. Eaton	15	17	16	8	14	15	15	13	18	18	35	19	24	20	17	15	15	19	20	17	12	362
Others	1	1	0	0	0	1	0	0	0	1	0	1	0	0	0	0	0	0	1	1	1	8
Blank	5	7	4	4	5	0	3	6	3	13	6	7	12	5	10	4	4	8	7	6	7	127

STATE COMMITTEE WOMAN – Fourth Middlesex District

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Helen A. Hatch	15	16	16	9	14	15	15	13	15	21	36	21	24	17	17	15	15	19	23	17	13	366
Others	1	1	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	1	0	1	6
Blanks	5	8	4	3	5	1	3	6	6	11	5	6	12	7	10	4	4	8	4	7	6	125

REPUBLICAN TOWN COMMITTEE – 35 Elected

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Blanks	Total
Robert A. Finn 106 Claremont Ave.	11	13	14	6	11	13	11	12	12	13	21	15	21	17	8	15	10	18	21	13	10	212	285
H. Loretta Finn 106 Claremont Ave.	9	13	13	6	11	12	11	12	11	15	21	13	20	17	8	15	10	17	20	13	9	221	276
Frederick J. Sennott Jr. 10 Brattle St.	12	15	15	6	12	11	12	10	12	5	22	12	24	19	12	14	15	17	21	14	10	197	300

TOWN CLERK AND ELECTIONS

PRESIDENTIAL PRIMARY, MARCH 2, 2004 (continued)

REPUBLICAN TOWN COMMITTEE – 35 Elected (continued)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Blanks	Total
Eric R. Steinhilber 54 Decatur St.	10	12	12	5	11	11	13	8	11	14	19	12	20	17	7	13	9	15	20	12	9	237	260
Ryan F. Boehm 75 Bartlett St.	10	14	13	5	12	11	11	11	12	14	20	11	20	17	7	15	11	14	21	13	8	227	270
John A. Fitzmaurice 17 Lakeview	10	14	13	5	12	10	12	11	12	15	21	13	25	16	10	14	10	15	23	12	12	212	285
Gloria M. Colby 2 Orchard Pl.	9	12	13	5	12	11	12	9	11	12	20	12	21	18	7	13	10	15	20	12	8	235	262
Judith A. Quimby 43 Cedar Ave.	11	13	14	6	13	11	12	8	11	15	20	13	21	18	9	14	11	15	20	12	10	220	277
Donnarose Russian 106 Spring St.	9	13	12	5	12	11	11	10	12	21	21	13	20	16	8	14	1	16	21	13	10	219	278
Charles W. Hayes 31 Johnson Rd.	10	12	13	5	13	10	12	8	13	14	25	12	21	16	9	15	9	15	20	12	9	224	273
Robert A. Smith 3 Cherokee Rd.	11	13	12	5	12	10	11	9	11	14	21	12	25	16	10	13	9	15	21	14	11	222	275
Mary Anne Hayes 31 Johnson Rd.	10	14	13	6	10	11	12	9	12	15	23	12	21	17	8	15	10	14	21	12	10	222	275
Charles Sacre 1063 Mass. Ave.	12	12	13	5	12	10	11	8	11	15	19	11	20	17	7	13	9	15	20	12	8	237	260
Robert K. Garrity 275 Park Ave.	11	14	13	5	13	11	12	12	13	16	21	13	24	18	10	16	10	17	21	12	11	204	293
Thomas W. Murphy 417 Summer St.	9	12	13	6	12	10	11	10	16	15	20	12	21	16	8	14	11	14	21	12	12	222	275
Janette K. Langill 104 Wright St.	10	13	13	5	11	10	11	8	11	13	20	13	20	17	7	14	10	14	20	12	9	236	261
Timothy T. Vickery 271 Ridge St.	10	13	12	5	12	10	11	9	11	12	21	12	21	17	10	14	9	14	20	12	8	234	263
Robert B. Hayden 38 Old Middlesex Path	9	13	13	7	13	11	12	9	11	13	21	12	24	16	10	14	11	14	21	12	9	222	275
Charles J. Simas 42 Oxford St.	11	13	13	5	12	10	12	9	11	14	19	11	20	16	8	13	12	14	20	12	8	234	263
Jean M. Griffin 42 Oxford St.	10	13	12	5	11	11	12	9	11	14	20	12	21	17	7	13	11	14	22	12	8	232	265
Kevin F. Moroney 2 Colonial Village Dr.	9	12	12	5	11	10	12	9	11	14	20	12	23	16	11	13	9	17	20	12	8	231	266
Constance Royster 21 Oak Knoll	9	13	13	5	12	10	11	9	11	13	21	11	20	17	7	13	10	14	20	12	9	237	260
Andrew John Wharton 95 Newland Rd.	9	14	12	5	11	10	12	9	11	13	19	13	20	16	7	14	9	16	21	12	11	233	264
Colleen R. Wharton 95 Newland Rd.	9	14	13	5	11	11	11	8	11	15	20	14	20	17	7	14	10	15	21	12	12	227	270
Cary T. Conrad 50 Edgehill Rd.	9	13	12	5	11	10	11	9	11	13	23	11	20	16	7	13	10	15	21	12	8	237	260
Joseph V. Candura 34 Old Middlesex Path	9	12	12	5	11	10	12	8	11	12	20	11	23	16	7	14	10	15	21	12	8	237	260
Edward G. Marullo 7 Pleasant View Rd.	10	12	13	5	12	11	12	9	11	13	22	12	22	17	8	14	10	14	20	12	9	229	268
Lisa M. Reale 244 Mass. Ave.	10	12	14	5	11	10	11	9	11	12	20	12	20	17	7	13	12	15	20	12	10	234	263
Lyman G. Judd Jr. 4 Winslow St.	10	14	14	7	12	11	13	10	14	17	22	12	22	16	10	15	11	15	25	12	10	205	292
Others	0	3	0	0	1	0	1	5	0	0	0	0	1	6	0	0	0	0	0	2	1		20

GREEN-RAINBOW PARTY (Hand Counts)

PRESIDENTIAL PREFERENCE

Kent Mesplay	Total
Lorna Salzman	0
Paul Glover	3
David Cobb	3
No Preference	1
Others	1
Blanks	0
	5

STATE COMMITTEE MAN – Fourth Middlesex District

No Candidate

STATE COMMITTEE WOMAN – Fourth Middlesex District

No Candidate

TOWN CLERK AND ELECTIONS

PRESIDENTIAL PRIMARY, MARCH 2, 2004 (continued)

TOWN COMMITTEE

No Candidate

LIBERTARIAN PARTY

PRESIDENTIAL PREFERENCE

	Total
Jeffrey Diket	0
Ruben Perez	1
Aaron Russo	3
Michael Badnarik	0
Gary Nolan	1
No Preference	1
Others	0
Blanks	3

STATE COMMITTEE MAN – Fourth Middlesex District

Travis James Corcoran	1
Others	0
Blank	8

STATE COMMITTEE WOMAN – Fourth Middlesex District

No Candidate

TOWN COMMITTEE

No Candidate

ARLINGTON ANNUAL TOWN ELECTION, April 3, 2004

Total of Ballots Cast – 3,423

12% of total number of registered voters – 28,209

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Total Ballots Cast	126	161	135	72	93	100	106	225	211	193	233	340	253	138	235	165	89	140	153	154	101	3,423

Moderator for Three Years (1)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*John L. Worden, III	95	125	100	54	70	72	72	159	161	134	165	229	173	103	171	130	76	101	115	106	72	2,483
Others	31	35	34	18	23	28	34	60	4	1	2	0	3	1	1	3	0	1	3	2	0	29
Blanks	31	35	34	18	23	28	34	60	46	58	66	111	77	34	63	32	13	38	35	46	29	911

Selectmen for Three Years (1)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Kevin F. Greeley	91	108	90	53	73	67	68	143	158	133	163	220	166	95	153	125	68	105	93	101	65	2,338
Others	2	7	4	1	1	5	1	10	8	4	6	2	5	6	7	6	1	2	12	5	3	98
Blanks	33	46	41	18	19	28	37	72	45	56	64	118	82	37	75	34	20	33	48	48	33	987

Assessor for Three Years (1)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*James F. Doherty	90	120	98	54	72	71	70	137	159	126	157	207	179	89	157	128	68	99	103	104	72	2,360
Others	0	1	1	0	0	1	0	2	4	1	1	2	2	0	3	0	0	2	2	1	0	23
Blanks	36	40	36	18	21	28	36	86	48	66	75	131	72	49	75	37	21	39	48	49	29	1,040

School Committee for Three years (2)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Suzanne Baratta Owayda	66	110	102	51	67	61	67	159	126	118	142	225	177	98	160	122	66	96	95	98	59	2,265
*Paul Schlichtman	74	100	95	44	60	68	59	129	129	120	153	203	146	89	143	119	61	84	96	95	58	2,125
Others	1	4	1	0	1	4	1	3	5	5	5	7	6	4	2	3	1	4	4	5	1	67
Blanks	111	108	72	49	58	67	85	159	162	143	166	245	177	85	165	86	50	96	111	110	84	2,389

Arlington Housing Authority for Five Years (1)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*John J. Griffin	57	98	70	42	76	55	65	99	159	121	141	220	175	68	148	98	54	98	94	78	63	2,079
Marian E. King	59	38	56	21	13	35	35	103	47	61	61	83	55	55	67	55	27	33	49	57	31	1,041
Others	0	1	0	0	0	1	1	1	1	0	0	0	0	3	0	0	0	0	0	0	0	8
Blanks	8	24	9	9	4	9	5	22	4	11	31	37	23	12	20	12	8	9	10	19	7	295

TOWN CLERK AND ELECTIONS

TOWN MEETING MEMBERS

PRECINCT ONE -THREE YEARS (4)

*Barbara Ann Boltz, 27 North Union Street.....	73
*Stuart P. Cleinman, 113 Sunnyside Avenue..	66
Marie J. Paul, 86 Gardner Street	47
Chris K. Barry-Smith, 37 Silk Street.....	46
*Eric R. Steinhilber, 54 Decatur Street	54
*Marian E. King, 78 Gardner Street.....	63
Other	1
Blanks	154

PRECINCT ONE -TWO YEARS (2)

(to fill vacancies)

Marian E. King, 78 Gardner Street	66
*Inez Hatfield, 83 Sunnyside Avenue	49
Eric R. Steinhilber, 54 Decatur Street.....	69
Blanks	68

PRECINCT TWO - THREE YEARS (4)

*William A. Carey, Jr., 155 Lake Street.....	106
*Stephen W. DeCoursey, 51 Winter Street ...	100
*Pamela J. Meister, 19 Village Lane	89
*Augustine R. Cella, 99 Spy Pond Pkwy	87
Steven R. Cella, 34 Spy Pond Pkwy.....	84
Others.....	2
Blanks	176

PRECINCT THREE - THREE YEARS (4)

*Gregory Flaherty, 52 Windsor Street	69
Osmano Boschi, 51 Winter Street.....	56
*Melissa A. Haussman, 38 Marathon Street....	79
*William F. Hayward, 68 Cleveland Street.....	72
*Peter Allison, 30 Cleveland Street.....	90
Others.....	7
Blanks	167

PRECINCT FOUR - THREE YEARS (4)

*Joseph M. Marshall, 72 Varnum Street.....	51
*George N. Plandes, 24 Chandler Street.....	47
*Robert P. Scoppettuolo, 27 Magnolia Street...	52
*Rona S. Logue, 43 Magnolia Street.....	48
Other	1
Blanks	89

PRECINCT FOUR - TWO YEARS (1)

(to fill vacancy)

*Holly Hampden Herring, 130 Varnum Street.	51
Others.....	11
Blanks	59

PRECINCT FIVE - THREE YEARS (4)

*Susan G. Lovelace, 20 Amherst Street.....	70
*Scott B. Smith, 39 Amherst Street	68
*Abigail DuBois, 83 Park Street.....	69
*Timothy J. Buckley, 108 Rawson Road	1
Others.....	3
Blanks	161

PRECINCT FIVE - TWO YEARS (2)

(to fill vacancies)

*Susan M. Cain, 33 Fordham Street.....	1
Others	5
Blanks	180

PRECINCT FIVE - ONE YEAR (2)

(to fill vacancies)

*Martin B. Malin, 96 Webster Street.....	1
Others	5
Blanks	180

PRECINCT SIX - THREE YEARS (4)

*Michael Logan, 21 Avon Place	60
*Lisa M. Reale, 244 Massachusetts Avenue	56
*Andrew S. Fischer, 25 Lombard Road	70
*Charles P. Kazarian, 60 Randolph Street	59
Others	4
Blanks	151

PRECINCT SIX - TWO YEARS (1)

(to fill vacancy)

Michael Logan, 21 Avon Place	26
*Craig Spitzkoff, 12 Pond Lane	27
Charles P. Kazarian, 60 Randolph Street.....	23
Other	1
Blanks	23

PRECINCT SEVEN - THREE YEARS (4)

*Theodore W. Sharpe, 51 Palmer Street.....	64
*Joan Axelrod Lehigh, 17 Everett Street.....	64
*Christopher O. Loreti, 56 Adams Street	64
*Joseph M. Connors, 78 Bates Road	67
Others	3
Blanks	162

PRECINCT EIGHT - THREE YEARS (4)

*John L. Worden, III, 27 Jason Street.....	134
*Charles T. Foskett, 101 Brantwood Road	154
*Brian H. Rehrig, 28 Academy Street.....	143
Ryan F. Boehm, 75 Bartlett Avenue.....	90
*Cindy F. Friedman, 130 Jason Street.....	166
Others	4
Blanks	209

PRECINCT NINE - THREE YEARS (4)

*David Steven Bogartz Coletta, 47 Alton Street....	119
*Lyman G. Judd, Jr., 4 Winslow Street.....	113
*Jerome P. Hallee, 47 Maynard Street	133
*Paul A. West, 4 Winslow Street	131
Others	16
Blanks	332

PRECINCT TEN - THREE YEARS (4)

*James R. Lee, 43 Bailey Road	98
*Kelley Grealish-Kelly, 93 Spring Street.....	114
*William J. Kenney, Jr., 178 Newport Street.....	95
*Michael J. Quinn, 15 Shawnee Road.....	91
Edward G. Marullo, 7 Pleasant View Road.....	88
Others	2
Blanks	284

TOWN CLERK AND ELECTIONS

TOWN MEETING MEMBERS

(CONTINUED)

PRECINCT ELEVEN – THREE YEARS (4)

*Claire E. Maytum, 25 Ridge Street	106
*Robin Schoenthaler, 4 Ivy Circle	123
Carroll E. Schwartz, 20 Robin Hood Road	87
William J. Maytum, 25 Ridge Street	96
*Barry Faulkner, 38 Kimball Road	118
*Daniel J. Sheehan, 23 Victoria Road	108
Others	1
Blanks	293

PRECINCT TWELVE – THREE YEARS (4)

Patricia J. Thomas, 176 Mount Vernon Street	160
*Roland E. Chaput, 74 Grand View Road	202
*Gordon A. Jamieson, Jr., 163 Scituate Street	179
Dorothy F. Nicholas, 58 Fisher Road	51
*Martin Thrope, 348 Gray Street	172
*Julie B. Dunn, 212 Gray Street	217
Brian R. Gera, 85 Coolidge Road	85
Blanks	294

PRECINCT THIRTEEN – THREE YEARS (4)

*John J. Deyst, Jr., 26 Upland Road West	174
Paul J. Bayer, 15 Oldham Road	124
*Kristin L. Anderson, 12 Upland Road West	133
*James F. Doherty, 11 Moccasin Path	155
*Mary A. Deyst, 26 Upland Road West	173
Others	4
Blanks	249

PRECINCT THIRTEEN – TWO YEARS (1)

(to fill vacancy)

Paul J. Bayer, 15 Oldham Road	101
*Jonathan L. Brandt, 62 Windmill Lane	104
Others	2
Blanks	46

PRECINCT FOURTEEN – THREE YEARS (4)

*John T. Canaday, 48 Menotomy Road	76
*Susan Wyly, 20 Walnut Terrace	86
*Jan K. Stetson, 62 Walnut Street	85
*Kevin L. McCarthy, 251 Gray Street	83
Robert A. Budding, 34 Harvard Street	53
Others	3
Blanks	166

PRECINCT FIFTEEN – THREE YEARS (4)

*Ronald L. Spangler, 30 Pine Street	146
*Frank J. Ciano, 65 Woodside Lane	127
*Anne E. LaCourt, 48 Chatham Street	146
William D. Mahoney, 12 Dickson Avenue	89
*Colleen M. Kirby, 16 Pamela Drive	132
Brian Lavalle, 42 Oak Hill Drive	76
Others	1
Blanks	223

PRECINCT SIXTEEN – THREE YEARS (4)

Holly M. Czapski, 25 Ely Road	84
*Grace M. Dingee, 71 Claremont Avenue	88
Arn D. Franzen, 81 Oakland Avenue	72
*Judith Ann Philps, 77 Oakland Avenue	105
*Donald A. Sandrelli, 177 Park Avenue	92
*Kevin P. Koch, 100 Florence Avenue	96
Others	2
Blanks	121

PRECINCT SEVENTEEN – THREE YEARS (4)

*Ilmars Berzins, 11 Old Colony Lane	61
*Angela M. Olszewski, 1 Watermill Place	72
*Christopher A. Gibbons, 993 Massachusetts Ave. ..	67
*Ann M. LeRoyer, 12 Peirce Street	66
Others	1
Blanks	89

PRECINCT SEVENTEEN – ONE YEAR (1)

(to fill vacancy)

*Laurie A. Gibbons, 993 Massachusetts Ave	2
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PRECINCT EIGHTEEN – THREE YEARS (4)

*Carolyn M. Parsons, 23 Brewster Road	102
*David E. Hadley, 202 Sylvia Street	98
*Brian Terence White, 21 Piedmont Street	89
*William J. Ford, 6 Mayflower Road	106
Others	4
Blanks	161

PRECINCT NINETEEN – THREE YEARS (4)

*James M. O'Connor, 63 Overlook Road	84
*Brian Patrick Sweeney, 35 Edmund Road	88
*Edward D. Trembly, 76 Wright Street	79
*Leo F. Doherty, Jr., 8 Gay Street	92
Glen B. McElhoe, 1 Carl Road	72
Others	4
Blanks	193

PRECINCT TWENTY – THREE YEARS (4)

*Nora J. Mann, 45 Wollaston Avenue	103
*Joseph S. Daly, 37 Drake Road	82
*Meghan S. Phillips, 30 Surry Road	92
Robert J. Coffey, 35 Dundee Road	58
*Thomas J. Putnam, 27 Tanager Street	97
Others	5
Blanks	179

PRECINCT TWENTY-ONE – THREE YEARS (4)

*Leslie A. Mayer, 131 Crescent Hill Avenue	76
*Michael P. Malone, 36 Evergreen Lane	71
*Freeland K. Abbott, 104 Madison Avenue	66
*Andrew John Wharton, 95 Newland Road	19
Others	23
Blanks	149

PRECINCT TWENTY-ONE – ONE YEAR (1)

(to fill vacancy)

*Sharon A. Carrigan, 85 Sunset Road	3
Others	27
Blanks	71

*Elected

TOWN CLERK AND ELECTIONS

STATE PRIMARY, September 14, 2004

Total of Ballots Cast – 3,504 + 10 hand count

Democratic – 2,958

Republican – 546

Green-Rainbow -4

Libertarian – 6

12% of total number of registered voters – 28,591

DEMOCRATIC PARTY

REPRESENTATIVE IN CONGRESS – SEVENTH DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Edward J. Markey	60	92	91	70	80	67	97	125	150	116	128	158	95	189	106	169	143	140	104	199	155	2,534
Others	0	4	0	2	2	2	2	1	1	1	0	1	0	1	2	2	3	2	7	2	3	38
Blanks	14	12	14	5	7	9	12	14	16	21	16	25	17	37	13	20	19	31	21	40	23	386

COUNCILLOR – SIXTH DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Michael J. Callahan	57	88	84	67	76	57	80	90	132	106	118	123	80	149	93	151	133	132	87	171	130	2,204
Others	0	1	0	1	0	1	2	1	1	1	0	1	0	2	2	1	1	0	5	1	1	22
Blanks	17	19	21	9	13	20	29	49	34	31	26	60	32	76	26	39	31	41	40	69	50	732

SENATOR IN GENERAL COURT – FOURTH MIDDLESEX DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Robert A. Havern, III	60	94	93	67	80	64	92	119	139	117	120	151	98	183	105	159	132	141	99	188	147	2,448
Others	1	0	0	1	1	2	2	2	3	0	0	0	2	1	2	2	3	2	5	1	1	31
Blanks	13	14	12	9	8	12	17	19	25	21	24	33	12	43	14	30	30	30	28	52	33	479

REPRESENTATIVE IN GENERAL COURT – TWENTY-THIRD MIDDLESEX DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Jim Marzilli	58		93		79	67	94	123	134	112	118	149	91		99	164		135	96			1,612
Others	2		0		1	2	2	3	5	4	2	1	1		2	3		2	4			34
Blanks	14		12		9	9	15	14	28	22	24	34	20		20	24		36	32			313

REPRESENTATIVE IN GENERAL COURT – TWENTY-FOURTH MIDDLESEX DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Anne M. Paulsen		92		68																		160
Others		2		1																		3
Blanks		14		8																		22

REPRESENTATIVE IN GENERAL COURT – FIFTEENTH MIDDLESEX DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Jay Kaufman														170			106			172	139	587
Ed Crowley														52			57			63	38	210
Others														1			0			0	0	1
Blanks														4			2			6	4	16

SHERIFF – MIDDLESEX COUNTY

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
James V. DiPaola	55	77	69	50	71	48	77	89	118	105	101	107	84	153	84	122	125	130	74	171	123	2,033
Robert A. DeMoura	9	10	14	13	6	12	11	19	20	18	20	39	9	16	18	27	15	18	28	19	13	357
Brian M. Gillis	4	11	13	5	6	5	10	14	18	6	18	15	14	17	13	28	8	15	13	14	20	267
Others	0	0	0	1	0	0	1	0	0	0	1	1	0	1	1	1	1	0	3	0	0	11
Blanks	6	10	9	8	6	13	9	18	11	9	4	22	8	40	5	13	16	10	14	37	25	290

REPUBLICAN PARTY

REPRESENTATIVE IN CONGRESS – SEVENTH DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Kenneth G. Chase	7	13	19	10	12	12	9	22	19	34	25	18	24	22	23	39	22	29	22	20	19	420
Others	1	0	6	1	2	3	0	0	3	3	4	5	3	1	2	2	0	8	2	0	0	46
Blanks	11	4	1	4	2	4	1	1	7	11	5	2	4	3	7	1	2	4	1	4	1	80

COUNCILLOR – SIXTH DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
No Candidate																						
Others	1	3	5	3	4	4	1	8	12	5	2	3	5	9	8	6	5	9	5	4	0	102
Blanks	18	14	21	12	12	15	9	15	17	43	32	22	26	17	24	36	19	32	20	20	20	444

TOWN CLERK AND ELECTIONS

STATE PRIMARY, September 14, 2004 (continued)

SENATOR IN GENERAL COURT – FOURTH MIDDLESEX DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Richard J. Dellarciprete	0	1	8	7	6	3	2	3	7	12	8	3	3	9	11	2	2	12	4	4	3	110
Douglas J. Lucente	8	15	17	8	9	13	6	17	14	33	23	19	26	16	18	39	19	25	21	18	14	378
Others	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	0	1	0	0	0	3
Blanks	11	1	1	0	1	3	2	2	8	3	3	3	2	0	3	1	3	3	0	2	3	55

REPRESENTATIVE IN GENERAL COURT – TWENTY-THIRD MIDDLESEX DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Eric R. Steinhilber	8		5		10	11	3	4	12	15	14	7	10		14	27		2	11			153
Others	6		3		0	1	1	9	5	0	0	1	0		1	1		7	0			35
Blanks	5		18		6	7	6	10	12	33	20	17	21		17	14		32	14			232

REPRESENTATIVE IN GENERAL COURT – TWENTY-FOURTH MIDDLESEX DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Kevin M. Cuddeback		16		9																		25
Others		1		0																		1
Blanks		0		6																		6

REPRESENTATIVE IN GENERAL COURT – FIFTEENTH MIDDLESEX DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Catherine D. Ryan														23			22			19	16	80
Others														1			1			0	0	2
Blanks														2			1			5	4	12

SHERIFF – MIDDLESEX COUNTY

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
No Candidate																						
Others	0	4	8	3	4	3	1	7	8	10	2	2	4	9	3	4	6	7	1	8	2	96
Blanks	19	13	18	12	12	16	9	16	21	38	32	23	27	17	29	38	18	34	24	16	18	450

GREEN-RAINBOW PARTY

REPRESENTATIVE IN CONGRESS – SEVENTH DISTRICT

No Candidate	
Others	4
Total	4

COUNCILLOR – SIXTH DISTRICT

No Candidate	
Others	1
Blanks	3
Total	4

SENATOR IN GENERAL COURT – FOURTH MIDDLESEX DISTRICT

No Candidate	
Others	1
Blanks	3
Total	4

SHERIFF – MIDDLESEX COUNTY

No Candidate	
Others	1
Blanks	3
Total	4

LIBERTARIAN PARTY

REPRESENTATIVE IN CONGRESS – SEVENTH DISTRICT

No Candidate

COUNCILLOR – SIXTH DISTRICT

No Candidate

SENATOR IN GENERAL COURT – FOURTH MIDDLESEX DISTRICT

No Candidate

TOWN CLERK AND ELECTIONS

STATE PRIMARY, September 14, 2004 (continued)

REPRESENTATIVE IN GENERAL COURT – TWENTY-THIRD MIDDLESEX DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Daniel J. Dunn					1						3	1			1							6
Others																						0
Blanks																						0

SHERIFF – MIDDLESEX COUNTY

No Candidate

STATE ELECTION, November 2, 2004

Total Number of Registered Voters – 29,841

Total of Ballots Cast – 24,770 + 35

24,805 – 83%

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
	851	1170	1201	1062	1085	1227	1069	1271	1179	1307	1224	1383	1302	1181	1295	1227	907	1250	1277	1177	1125	

PRESIDENT AND VICE PRESIDENT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Badnarik & Campagna Libertarian	7	11	7	9	11	11	5	11	7	11	7	3	2	14	10	7	7	6	8	5	3	162
Bush & Cheney Republican	189	327	260	218	271	289	250	218	334	302	375	353	506	264	364	318	236	441	358	298	254	6,425
Cobb & LaMarche Green-Rainbow	3	9	12	8	8	12	8	7	1	7	0	6	2	4	4	8	7	4	7	7	46	137
Kerry & Edwards Democrat	647	812	909	812	786	906	795	1026	826	979	831	1010	779	890	907	882	647	794	893	848	846	17,825
Nader & Camejo Unenrolled	2	4	6	0	2	5	5	3	2	1	2	1	4	2	2	7	2	1	5	10	4	70
Others	3	3	2	11	3	2	2	3	6	4	6	5	6	3	1	3	4	2	3	3	4	79
Blanks	0	4	5	4	4	2	4	3	3	3	3	5	3	4	7	2	4	2	3	6	1	72

REPRESENTATIVE IN CONGRESS – SEVENTH DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Edward J. Markey Democrat	594	803	884	774	782	861	781	942	835	921	847	1011	820	866	903	850	634	805	909	839	801	17,462
Kenneth G. Chase Republican	126	194	157	141	143	212	150	165	185	188	237	210	301	168	210	221	164	268	213	188	161	4,002
James O. Hall Unenrolled	74	124	109	105	110	97	91	106	109	150	84	109	125	105	126	113	73	125	115	105	118	2,273
Others	2	0	0	0	2	0	0	1	2	0	3	0	2	1	0	0	1	0	2	0	1	17
Blanks	55	49	51	42	48	57	47	57	48	48	53	53	54	41	56	43	35	52	38	45	44	1,016

COUNCILLOR – SIXTH DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Michael J. Callahan	605	842	892	792	795	863	772	822	867	876	830	922	837	833	887	853	670	827	888	835	788	17,295
Others	7	10	6	10	11	7	6	11	14	11	11	6	11	10	10	13	7	16	16	10	9	212
Blanks	239	318	303	260	379	357	291	438	298	421	383	455	454	338	398	361	230	407	373	332	328	7,263

SENATOR IN GENERAL COURT – FOURTH MIDDLESEX DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Robert A. Havern, III Democrat	603	846	909	818	790	861	782	977	845	959	861	1038	832	876	912	880	632	828	917	860	822	17,848
Douglas M. Lucente Republican	174	251	219	179	216	274	207	196	241	274	287	276	404	222	301	281	215	347	296	241	238	5,339
Others	1	1	2	0	1	2	0	4	2	2	3	2	3	1	2	0	1	0	2	0	0	29
Blanks	73	72	71	65	78	90	80	94	91	72	73	67	63	82	80	66	59	75	62	76	65	1,554

SHERIFF – MIDDLESEX COUNTY

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
James V. DiPaola Democrat	564	800	846	788	760	819	743	774	805	847	803	902	813	804	850	801	625	811	862	793	737	16,547
Others	11	8	9	10	6	8	5	9	18	6	6	7	12	12	12	10	9	11	17	8	8	202
Blanks	276	362	346	264	319	400	321	488	356	454	415	474	477	365	433	416	273	428	398	376	380	8,021

TOWN CLERK AND ELECTIONS

STATE ELECTION, November 2, 2004 (Continued)

REPRESENTATIVE IN GENERAL COURT – TWENTY-THIRD MIDDLESEX DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Jim Marzilli Democrat	588		881		744	824	757	976	813	932	798	989	802		901	851		818	909			12,583
Daniel J. Dunn Libertarian	43		61		65	109	68	59	61	81	106	58	100		87	76		76	57			1,107
Eric R. Steinhilber Republican	150		183		186	213	172	162	224	235	243	273	328		232	239		290	241			3,371
Others	3		1		2	0	0	3	1	1	3	1	2		0	1		0	4			22
Blanks	67		75		88	81	72	71	80	5	74	62	70		75	60		66	66			1,065

REPRESENTATIVE IN GENERAL COURT – TWENTY-FOURTH MIDDLESEX DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Anne M. Paulsen Democrat		797		787																		1,584
Kevin M. Cuddeback Republican		306		215																		521
Others		1		0																		1
Blanks		66		60																		126

REPRESENTATIVE IN GENERAL COURT – FIFTEENTH MIDDLESEX DISTRICT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Jay R. Kaufman Democrat														787		566				781	740	2,874
Catherine D. Ryan Republican														305		276				313	305	1,199
Others														1		1				1	1	4
Blanks														88		64				82	79	313

QUESTION 1 – TWENTY-THIRD MIDDLESEX DISTRICT REDISTRICTING

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Yes	435		657		547	673	553	772	594	776	644	768	675		704	675		643	683			9,799
No	238		330		320	331	283	277	342	321	342	393	384		355	333		366	365			4,980
Blanks	178		214		218	223	233	222	243	210	238	222	243		236	219		241	229			3,369

QUESTION 2 – TWENTY-THIRD MIDDLESEX DISTRICT RIGHT TO SHARED CUSTODY

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Yes	608		865		778	882	737	856	813	913	844	956	934		908	841		883	904			12,722
No	95		133		119	132	123	181	141	184	171	194	143		172	181		151	168			2,288
Blanks	148		203		188	213	209	234	225	210	209	233	225		215	205		216	205			3,138

QUESTION 3 – TWENTY-THIRD MIDDLESEX DISTRICT SURRENDER NEWBORN IMMUNITY

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Yes	585		858		754	869	760	878	796	920	850	988	912		921	894		873	904			12,762
No	128		178		166	162	121	194	181	205	188	209	177		188	168		189	183			2,637
Blanks	138		165		165	196	188	199	202	182	186	186	213		186	165		188	190			2,749

QUESTION 1 – TWENTY-FOURTH MIDDLESEX DISTRICT MARIJUANA PERSONAL MEDICAL USE

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Yes		801		787																		1,588
No		90		75																		165

QUESTION 2 – TWENTY-FOURTH MIDDLESEX DISTRICT SURRENDER NEWBORN IMMUNITY

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Yes		874		784																		1,658
No		170		158																		328
Blanks		126		120																		246

QUESTION 3 – TWENTY-FOURTH MIDDLESEX DISTRICT USA PATRIOT ACT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Yes		665		670																		1,335
No		342		250																		592
Blanks		163		142																		305

QUESTION 1 – FIFTEENTH MIDDLESEX DISTRICT SURRENDER NEWBORN IMMUNITY

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Yes														882		681			830	838		3,231
No														138		115			167	164		584
Blanks														161		111			180	123		575

TOWN CLERK AND ELECTIONS

STATE ELECTION, November 2, 2004 (Continued)

QUESTION 2 – FIFTEENTH MIDDLESEX DISTRICT USA PATRIOT ACT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Yes														724			541			699	712	2,676
No														261			231			278	253	1,023
Blanks														196			135			200	160	691

QUESTION 3 – FIFTEENTH MIDDLESEX DISTRICT REDISTRICTING

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Yes														687			526			676	637	2,526
No														265			222			264	268	1,019
Blanks														229			159			237	220	845

35 Absentee Ballots Received from Overseas after November 2 but before Deadline of November 12

PRESIDENT AND VICE PRESIDENT

Candidate	Total
Bush and Cheney	3
Kerry and Edwards	31
Nader and Camejo	1

REPRESENTATIVE IN CONGRESS – SEVENTH DISTRICT

Candidate	Total
Markey	13
Chase	2
Hall	2
Blanks	18

COUNCILLOR – SIXTH DISTRICT

Candidate	Total
Callahan	13
Blanks	22

SENATOR IN GENERAL COURT – FOURTH MIDDLESEX DISTRICT

Candidate	Total
Havern, III	12
Lucente	2
Blanks	21

REPRESENTATIVE IN GENERAL COURT – TWENTY-THIRD MIDDLESEX DISTRICT

Candidate	Total
Marzilli	12
Dunn	1
Steinhilber	2

SHERIFF – MIDDLESEX COUNTY

Candidate	Total
DiPaola	8
Blanks	27

REPRESENTATIVE IN GENERAL COURT – TWENTY-FOURTH MIDDLESEX DISTRICT

Candidate	Total
Paulsen	0
Cuddeback	0

REPRESENTATIVE IN GENERAL COURT – FIFTEENTH MIDDLESEX DISTRICT

Candidate	Total
Kaufman	4
Ryan	0

TOWN CLERK AND ELECTIONS

STATE ELECTION, November 2, 2004 (Continued)

QUESTION 1 – TWENTY-THIRD MIDDLESEX DISTRICT

<u>Response</u>	<u>Total</u>
Yes	9
No	4

QUESTION 2 - TWENTY-THIRD MIDDLESEX DISTRICT

<u>Response</u>	<u>Total</u>
Yes	8
No	0

QUESTION 3 - TWENTY-THIRD MIDDLESEX DISTRICT

<u>Response</u>	<u>Total</u>
Yes	9
No	0

QUESTION 1 – FIFTEENTH MIDDLESEX DISTRICT

<u>Response</u>	<u>Total</u>
Yes	6
No	0

QUESTION 2 - FIFTEENTH MIDDLESEX DISTRICT

<u>Response</u>	<u>Total</u>
Yes	3
No	0

QUESTION 3 - FIFTEENTH MIDDLESEX DISTRICT

<u>Response</u>	<u>Total</u>
Yes	1
No	0

AUDITED FINANCIAL STATEMENTS

Powers & Sullivan

Certified Public Accountants



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RAN-ONE member

Independent Auditors' Report

To the Board of Selectmen
Town of Arlington, Massachusetts

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Arlington, Massachusetts, as of and for the fiscal year ended June 30, 2004 (except for the Arlington Contributory Retirement System which is as of and for the year ended December 31, 2003), which collectively comprise the Town's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town of Arlington, Massachusetts' management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Arlington, Massachusetts, as of June 30, 2004 (except for the Arlington Contributory Retirement System which is as of December 31, 2003), and the respective changes in financial position and cash flows, where applicable, thereof for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated August 27, 2004, on our consideration of the Town of Arlington, Massachusetts' internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Management's discussion and analysis, located on the following pages, and schedule of revenues, expenditures and changes in fund balance – general fund – budgetary basis, located after the notes to the basic financial statements, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

August 27, 2004

AUDITED FINANCIAL STATEMENTS

Management's Discussion and Analysis

As management of the Town of Arlington, we offer readers of these financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2004. This is the second year our financial statements have been prepared under the Governmental Accounting Standards Board Statement Number 34 – Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments. We encourage readers to consider the information presented in this report.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the Town of Arlington's basic financial statements. These basic financial statements comprise of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other required supplementary information in addition to the basic financial statements.

Government-wide financial statements. The *government-wide financial statements* are designed to provide readers with a broad overview of finances, in a manner similar to private-sector business.

The *statement of net assets* presents information on all assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position is improving or deteriorating.

The *statement of activities* presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities include general government, public safety, education, public works, property and natural resources, community development, human services, library, culture and recreation, pension benefits, employee benefits, debt service expenditures and state and county charges. The business-type activities include the activities of the water and sewer department, youth services, Council on Aging, Veterans' Rink and the recreation department.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund statements focus on *near-term inflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

AUDITED FINANCIAL STATEMENTS

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town of Arlington adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Proprietary funds. The Town maintains one type of propriety fund. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town uses enterprise funds to account for its water and sewer, youth services, Council on Aging, Veterans' Rink and recreation department activities.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for propriety funds.

Notes to the basic financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Government-wide Financial Analysis

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. For governmental activities, assets exceeded liabilities by \$83,161,980 at the close of FY 2004.

The largest portion of the Town's net assets, \$54,896,972, (66%), reflects its investment in capital assets (e.g., land, buildings, machinery, and equipment), less any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the net assets \$9,155,449 (11%) represents resources that are subject to external restrictions on how they may be used. The remaining balance of *unrestricted net assets* \$19,109,559 (23%) may be used to meet the government's ongoing obligations to citizens and creditors.

AUDITED FINANCIAL STATEMENTS

Governmental Activities

	Balance at June 30, 2004	Balance at June 30, 2003
Assets:		
Current assets.....	\$ 51,287,187	\$ 47,525,857
Noncurrent assets (excluding capital).....	20,056,975	20,256,975
Capital assets.....	87,055,898	86,710,237
Total assets.....	158,400,060	154,493,069
Liabilities:		
Current liabilities (excluding debt).....	11,801,680	10,267,093
Noncurrent liabilities (excluding debt).....	2,699,400	2,606,800
Current debt.....	15,612,000	14,410,000
Noncurrent debt.....	45,125,000	44,295,000
Total liabilities.....	75,238,080	71,578,893
Net Assets:		
Capital assets net of related debt.....	54,896,972	54,824,740
Restricted.....	9,155,449	9,668,304
Unrestricted.....	19,109,559	18,421,132
Total net assets.....	\$ 83,161,980	\$ 82,914,176

At the end of the current fiscal year, the Town is able to report positive balances in all three categories of net assets, both for the government as a whole, as well as for its separate governmental and business-type activities. The same situation held true for the prior fiscal year.

Business-Type Activities

	Balance at June 30, 2004	Balance at June 30, 2003
Assets:		
Current assets.....	\$ 3,969,043	\$ 4,802,503
Capital assets.....	8,004,311	7,575,531
Total assets.....	11,973,354	12,378,034
Liabilities:		
Current liabilities (excluding debt).....	149,071	262,949
Noncurrent liabilities (excluding debt).....	84,000	-
Total liabilities.....	233,071	262,949
Net Assets:		
Capital assets net of related debt.....	8,004,311	7,572,577
Unrestricted.....	3,735,972	4,542,508
Total net assets.....	\$ 11,740,283	\$ 12,115,085

AUDITED FINANCIAL STATEMENTS

The governmental activities net assets increased by \$247,804 during the current fiscal year. This is an indication that the Town's financial position has improved for Governmental Activities during the course of the year. This year's increase was lower than fiscal year 2003, primarily due to the amount of capital grant revenue recorded in the prior year in relation to the Town's school building projects.

Governmental Activities

	June 30, 2004	June 30, 2003
Program revenues:		
Charges for services.....	\$ 8,023,657	\$ 7,149,387
Operating grants and contributions.....	22,722,044	22,033,809
Capital grants and contributions.....	383,851	2,876,849
General Revenues:		
Real estate and personal property taxes.....	63,268,543	60,321,682
Tax liens.....	179,999	130,035
Motor vehicle and other excise taxes.....	4,028,117	4,510,826
Hotel/motel tax.....	85,606	40,888
Penalties and interest on taxes.....	130,059	221,868
Nonrestricted grants and contributions.....	8,509,376	9,155,899
Unrestricted investment income.....	1,671,685	633,726
Miscellaneous revenues.....	20,145	65,378
Total revenues.....	109,023,082	107,140,347
Expenses:		
General Government.....	4,265,511	4,061,794
Public Safety.....	12,729,331	12,560,909
Education.....	39,497,155	39,448,395
Public Works.....	8,398,299	8,035,843
Property and natural resources.....	1,913,928	1,995,220
Community and economic development.....	4,934,576	5,626,899
Human Services.....	633,313	719,353
Library.....	1,715,579	1,738,054
Culture and Recreation.....	368,366	510,354
Pension benefits.....	13,340,133	11,755,931
Employee benefits.....	10,719,190	9,507,106
Interest.....	2,233,295	2,192,214
State and county charges.....	2,756,005	2,860,897
Total expenses.....	103,504,681	101,012,969
Transfers.....	(5,270,597)	(4,807,772)
Change in net assets.....	\$ 247,804	\$ 1,319,606

There was a net decrease of (\$374,802) in net assets reported in connection with the Town's business-type activities. Additionally, the water and sewer enterprise fund was subsidized by the general fund in fiscal year 2004 by approximately \$5 million, to offset a portion of the costs associated with the repayment of debt to the Massachusetts Water Resources Authority. The majority of the decrease (\$314,979) is a result of the operating activities of the water and sewer enterprise fund.

AUDITED FINANCIAL STATEMENTS

Business-Type Activities

	June 30, 2004	June 30, 2003
Program revenues:		
Charges for services.....	\$ 7,117,599	\$ 7,264,683
Operating grants and contributions.....	110,388	78,661
Total revenues.....	7,227,987	7,343,344
Expenses:		
Water/Sewer.....	11,733,730	11,093,788
Youth Services.....	284,911	328,271
Council on Aging.....	83,752	83,130
Veteran's Rink.....	360,775	392,898
Recreation.....	410,218	303,025
Total expenses.....	12,873,386	12,201,112
Transfers.....	5,270,597	4,807,772
Change in net assets.....	\$ (374,802)	\$ (49,996)

Financial Analysis of the Government's Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing financing requirements. In particular, *unreserved fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$25,454,437, an increase of \$1,153,744 from the prior year.

Of this increase, \$592,123 was the result of the activity in the Town's capital borrowing fund, which is reported as a major fund. During fiscal year 2004, the Town recognized \$3,274,500 in bond proceeds in this major fund to finance various capital projects. The largest of the current projects are related to school construction and the Reeds Brook park project. These two major Town projects are more fully described under the Capital Asset and Debt Administration section of this report.

Of the remainder of the change in fund balance, (\$97,857) is in the general fund, and approximately \$659,478 is related to activities in other non-major governmental funds, which recognized \$2,117,500 in bond proceeds to finance various Town capital budget items.

The Town also maintains a stabilization fund and a tip fee stabilization fund, both classified within the nonmajor governmental funds. The stabilization fund has a year end balance of \$1,670,612 which represents 1.8% of general fund expenditures. This fund may be used for general or capital purposes upon Town Meeting approval. Please refer to Note 8 for additional information on the Town's stabilization fund. The tip fee stabilization fund has a year end balance of \$4,176,032, which represents 4.5% of general fund expenditures. Please refer to Note 9 for additional information on the Town's tip fee stabilization fund.

AUDITED FINANCIAL STATEMENTS

General Fund Budgetary Highlights

The primary reason for the net increase of approximately \$76,000 between the original budget and the final amended budget was the net effect of approximately (\$69,000) and (\$699,000) in decreases in tip fee and general stabilization funds used for rubbish disposal and unemployment, respectively, and increases of \$350,000 from the tip fee stabilization fund for the highway department, approximately \$47,000 from the deferred payment trust fund for public safety, \$400,000 from free cash for education, and , approximately \$62,000 in increases to the library appropriation from the municipal building fund.

Capital Asset and Debt Administration

The Town Manager is responsible for submitting a five-year capital-planning program for all departments to the Board of Selectmen each year. The Capital Planning Committee was created to advise and make recommendations regarding the Capital Plan. Annually the first year of the Capital Plan is submitted to the Town Meeting as the Capital Budget for appropriation. The Capital Plan is reviewed and revised each year to make changes in priorities and to add an additional year to the planning process.

The goal of the Capital Planning Program is to provide a means of planning for the maintenance and/or improvement of the capital assets and infrastructure of the Town of Arlington. To that end, the policy is that approximately 5% of the projected revenue of the town is dedicated to capital expenditures including prior and future debt issuances. Generally this allows for an annual cash expenditure of \$600,000 and a new borrowing of \$1 million.

The Town's outstanding long-term debt related to the general government, as of June 30, 2004, was \$49,687,000, for various CIP related projects.

The maintenance of the infrastructure and the capital assets of the Town are of vital importance to the delivery of the quality services that the Town has been known for. To this end, the Capital Planning Committee is dedicated to accomplishing the following objectives:

- To review, plan, and coordinate capital improvements so as to promote a systematic, organized replacement and acquisition schedule
- To insure that, given limited resources, the capital needs of the community are met
- To present a sound financial package so as to stabilize and level out the debt of the Town. It should assure timely planning for the most economical method of financing capital improvements
- To insure wider community participation in the planning of projects and to reduce the pressure to fund a project which may not present as great a need as another project
- To promote a more effective administration and coordination of capital projects to reduce scheduling problems, and conflicting or overlapping projects not only among local departments but also among other local and state agencies and private enterprises such as the gas and electric companies.

AUDITED FINANCIAL STATEMENTS

In reviewing the requests of the operating departments the committee uses the following criteria for evaluation:

- Imminent threat to the health and safety of citizens/property.
- Maintenance of operations/necessary expenditure. This does not include ordinary maintenance but rather maintaining a current service level through improvement of a capital asset. These may be major expenditures that will avoid costly replacement in the future.
- Requirement of State or Federal Law/regulation.
- Improvement of infrastructure.
- Improvement of productivity.
- Alleviation of an overtaxed/overburdened situation.

The relationship of the project to other Town projects and needs is also considered in the review and prioritization.

The Town is a member of the Massachusetts Water Resources Authority (MWRA), which assesses member communities annually for their proportionate share of the MWRA's debt service. The Town has also adopted Chapter 59 Section 21C Paragraph N of the Massachusetts General Law, which allows for the shifting of the debt service for water and sewer to the tax rate above the limits of Proposition 2 ½. The Town shifted \$5,033,997 in fiscal year 2004 from the MWRA assessment to the property taxes. At this time the Town has not issued any other Town debt for water and sewer capital expenditures.

The Town of Arlington passed a debt exclusion vote to raise the funds necessary to purchase the Symmes Site, home of the former Symmes Hospital, in March 2001. The Town Meeting then formed the broadly representative Symmes Advisory Committee (SAC) to assist with redevelopment plans and to ensure that the plans were consistent with community goals and desires. On January 7, 2002, the Arlington Redevelopment Board (ARB) adopted the Symmes Arlington Conservation and Improvement Project (the Plan) as an urban renewal project in accordance with the procedures and requirements of Massachusetts General Law, chapter 121B. The plan was subsequently approved by the Town Meeting and by the Commonwealth's Department of Housing and Community Development (DHCD). The Town Meeting voted at a Special Town Meeting on January 12, 2002 to appropriate up to \$14,000,000 to purchase and maintain the old Symmes Hospital property until Town Meeting could vote how to utilize the property in the best interest of the Town. The ARB acquired the Site in April 2002. During fiscal year 2004, the Arlington Redevelopment Board issued requests for proposals, and in February, 2004 chose E.A. Fish Associates to purchase and redevelop the property. At the close of the fiscal year, the Redevelopment Board was in negotiation with the developer over the terms of the Land Disposition Agreement.

The Town of Arlington is in the process of renovating/replacing all of its 7 elementary schools. To date four schools have been completed, and three are in the design stage. Funding for the schools is from debt exclusion and is predicated on a 63% reimbursement from the State's School Building Assistance program. Three of the completed schools have begun receiving the state reimbursement and one (Peirce School) is on the state reimbursement list pending future funding. The above capital borrowing was for work done on Peirce School and on additional renovations to the Hardy School.

The Reed's Brook project is a major renovation of a prior landfill site into a park and playing fields. This project, with a total cost of approximately \$7.4 million, has been funded from Community Development Block Grant, Federal Emergency Management Agency, State highway money and Town appropriations. It is expected that the playing fields will be ready for play in the Spring of 2006.

AUDITED FINANCIAL STATEMENTS

The Town through its water/sewer enterprise funds appropriates money each year for rehabilitation of its infrastructure (water/sewer lines). Also the Town appropriates money in the Capital Plan for roadway construction, which is added to the Chapter 90 money that the Town receives each year from the Commonwealth of Massachusetts.

Please refer to the notes to the financial statements for further discussion of the major capital and debt activity.

Requests for Information

This financial report is designed to provide a general overview of the Town of Arlington's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Office of the Comptroller, 869 Massachusetts Avenue, Arlington, Massachusetts 02174.

AUDITED FINANCIAL STATEMENTS

STATEMENT OF NET ASSETS

JUNE 30, 2004

	Primary Government		
	Governmental Activities	Business-type Activities	Total
ASSETS			
CURRENT:			
Cash and short-term investments.....	\$ 31,965,033	\$ 1,034,761	\$ 32,999,794
Investments.....	11,279,462	-	11,279,462
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	42,567	-	42,567
Real estate tax deferrals.....	274,114	-	274,114
Tax liens and foreclosures.....	-	-	-
Tax liens.....	258,630	-	258,630
Motor vehicle excise taxes.....	209,976	-	209,976
User fees.....	-	2,934,282	2,934,282
Water fees.....	-	-	-
Sewer fees.....	-	-	-
Trash fees.....	-	-	-
Electric light fees.....	-	-	-
Departmental and other.....	36,529	-	36,529
Special assessments.....	-	-	-
Intergovernmental.....	4,833,727	-	4,833,727
Structured settlement contracts.....	-	-	-
Notes.....	-	-	-
Loans.....	1,077,752	-	1,077,752
Tax foreclosures.....	396,784	-	396,784
Internal balances.....	-	-	-
Inventory.....	-	-	-
Investment in joint venture.....	912,613	-	912,613
NONCURRENT:			
Receivables, net of allowance for uncollectibles:			
Intergovernmental.....	20,056,975	-	20,056,975
Capital assets, net of accumulated depreciation:			
Nondepreciable.....	17,410,156	2,954	17,413,110
Depreciable.....	69,645,742	8,001,357	77,647,099
TOTAL ASSETS	158,400,060	11,973,354	170,373,414
LIABILITIES			
CURRENT:			
Warrants payable.....	1,094,498	47,676	1,142,174
Accrued payroll.....	4,558,841	45,395	4,604,236
Health claims payable.....	1,914,000	-	1,914,000
Accrued interest.....	600,312	-	600,312
Payroll withholdings.....	78,203	-	78,203
Abandoned property.....	27,223	-	27,223
Other liabilities.....	95,877	-	95,877
Customer deposits payable.....	4,926	-	4,926
Compensated absences.....	3,342,000	56,000	3,398,000
Workers' compensation.....	85,800	-	85,800
Bonds and notes payable.....	15,612,000	-	15,612,000
NONCURRENT:			
Compensated absences.....	1,783,000	84,000	1,867,000
Workers' compensation.....	916,400	-	916,400
Bonds and notes payable.....	45,125,000	-	45,125,000
TOTAL LIABILITIES	75,238,080	233,071	75,471,151
NET ASSETS			
Invested in capital assets, net of related debt.....	54,896,972	8,001,357	62,898,329
Restricted for:			
Loans.....	1,077,752	-	1,077,752
Permanent funds:			
Expendable.....	3,263,192	-	3,263,192
Nonexpendable.....	2,890,097	-	2,890,097
Other specific purposes.....	1,924,408	-	1,924,408
Unrestricted.....	19,109,559	3,738,926	22,848,485
TOTAL NET ASSETS	\$ 83,161,980	\$ 11,740,283	\$ 94,902,263

AUDITED FINANCIAL STATEMENTS

STATEMENT OF ACTIVITIES

FISCAL YEAR ENDED JUNE 30, 2004

Functions/Programs	Program Revenues				
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Net (Expense) Revenue
Primary Government:					
<i>Governmental Activities:</i>					
General government.....	\$ 4,265,511	\$ 1,405,918	\$ 77,862	\$ -	\$ (2,781,731)
Public safety.....	12,729,331	2,414,691	355,298	-	(9,959,342)
Education.....	39,497,155	1,368,136	9,645,639	54,856	(28,428,524)
Public works.....	8,398,299	1,534,966	681,693	-	(6,181,640)
Property and natural resources.....	1,913,928	178,086	72,824	-	(1,663,018)
Community development.....	4,934,576	895,147	2,992,479	328,995	(717,955)
Human services.....	633,313	41,717	86,311	-	(505,285)
Library.....	1,715,579	4,432	111,356	-	(1,599,791)
Culture and recreation.....	368,366	180,564	95,287	-	(92,515)
Pension benefits.....	13,340,133	-	7,528,556	-	(5,811,577)
Employee benefits.....	10,719,190	-	-	-	(10,719,190)
Interest.....	2,233,295	-	1,074,739	-	(1,158,556)
State and county charges.....	2,756,005	-	-	-	(2,756,005)
Total Governmental Activities.....	103,504,681	8,023,657	22,722,044	383,851	(72,375,129)
<i>Business-Type Activities:</i>					
Water/Sewer.....	11,733,730	6,357,989	-	-	(5,375,741)
Youth Services.....	284,911	44,849	42,138	-	(197,924)
Council on Aging.....	83,752	15,442	68,250	-	(60)
Veterans' Rink.....	360,775	336,754	-	-	(24,021)
Recreation.....	410,218	362,565	-	-	(47,653)
Total Business-Type Activities.....	12,873,386	7,117,599	110,388	-	(5,645,399)
Total Primary Government.....	\$ 116,378,067	\$ 15,141,256	\$ 22,832,432	\$ 383,851	\$ (78,020,528)

See notes to basic financial statements.

(Continued)

AUDITED FINANCIAL STATEMENTS

STATEMENT OF ACTIVITIES (Continued)

FISCAL YEAR ENDED JUNE 30, 2004

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Changes in net assets:			
Net (expense) revenue from previous page.....	\$ (72,375,129)	\$ (5,645,399)	\$ (78,020,528)
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable.....	63,268,543	-	63,268,543
Tax liens.....	179,999	-	179,999
Motor vehicle excise taxes.....	4,028,117	-	4,028,117
Hotel/motel tax.....	85,606	-	85,606
Penalties and interest on taxes.....	130,059	-	130,059
Grants and contributions not restricted to specific programs.....	8,509,376	-	8,509,376
Unrestricted investment income.....	1,671,685	-	1,671,685
Miscellaneous.....	20,145	-	20,145
<i>Transfers, net</i>	(5,270,597)	5,270,597	-
Total general revenues and transfers.....	72,622,933	5,270,597	77,893,530
Change in net assets.....	247,804	(374,802)	(126,998)
<i>Net Assets:</i>			
Beginning of year.....	82,914,176	12,115,085	95,029,261
End of year.....	\$ 83,161,980	\$ 11,740,283	\$ 94,902,263

(Concluded)

AUDITED FINANCIAL STATEMENTS

GOVERNMENTAL FUNDS BALANCE SHEET

JUNE 30, 2004

ASSETS	General	Capital Borrowing Funds	Nonmajor Governmental Funds	Total Governmental Funds
Cash and short-term investments.....	\$ 15,515,982	\$ 2,902,574	\$ 13,546,477	\$ 31,965,033
Investments.....	2,805,817	-	8,473,645	11,279,462
Receivables, net of uncollectibles:				
Real estate and personal property taxes.....	42,567	-	-	42,567
Real estate tax deferrals.....	274,114	-	-	274,114
Tax liens.....	258,630	-	-	258,630
Motor vehicle excise taxes.....	209,976	-	-	209,976
Departmental and other.....	36,529	-	-	36,529
Intergovernmental.....	21,400,000	-	3,490,702	24,890,702
Loans.....	-	-	1,077,752	1,077,752
Tax foreclosures.....	396,784	-	-	396,784
Investment in joint venture.....	-	-	912,613	912,613
TOTAL ASSETS.....	\$ 40,940,399	\$ 2,902,574	\$ 27,501,189	\$ 71,344,162
LIABILITIES AND FUND BALANCES				
LIABILITIES:				
Warrants payable.....	\$ 678,327	\$ 267,946	\$ 148,225	\$ 1,094,498
Accrued payroll.....	4,431,667	-	127,174	4,558,841
Health claims payable.....	1,914,000	-	-	1,914,000
Liabilities due depositors.....	4,926	-	-	4,926
Payroll withholdings.....	78,203	-	-	78,203
Abandoned property.....	27,223	-	-	27,223
Other liabilities.....	95,877	-	-	95,877
Deferred revenues.....	22,524,605	-	4,541,552	27,066,157
Notes payable.....	-	8,000,000	3,050,000	11,050,000
TOTAL LIABILITIES.....	29,754,828	8,267,946	7,866,951	45,889,725
FUND BALANCES:				
Reserved for:				
Encumbrances and continuing appropriations.....	2,897,726	-	-	2,897,726
Loans.....	-	-	1,077,752	1,077,752
Perpetual permanent funds.....	-	-	2,890,097	2,890,097
Unreserved:				
Designated for municipal insurance.....	3,124,559	-	-	3,124,559
Designated for subsequent year's expenditures.....	1,414,803	-	-	1,414,803
Undesignated, reported in:				
General fund.....	3,748,483	-	-	3,748,483
Special revenue funds.....	-	-	9,718,484	9,718,484
Capital projects funds.....	-	(5,365,372)	2,684,713	(2,680,659)
Permanent funds.....	-	-	3,263,192	3,263,192
TOTAL FUND BALANCES.....	11,185,571	(5,365,372)	19,634,238	25,454,437
TOTAL LIABILITIES AND FUND BALANCES.....	\$ 40,940,399	\$ 2,902,574	\$ 27,501,189	\$ 71,344,162

See notes to basic financial statements.

AUDITED FINANCIAL STATEMENTS

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TOTAL FUND BALANCES TO THE STATEMENT OF NET ASSETS

FISCAL YEAR ENDED JUNE 30, 2004

Total governmental fund balances.....	\$	25,454,437
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....		87,055,898
Accounts receivable are not available to pay for current-period expenditures and, therefore, are deferred in the funds.....		27,066,157
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.....		(600,312)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds		
Bonds and notes payable.....	(49,687,000)	
Workers compensation.....	(1,002,200)	
Compensated absences.....	<u>(5,125,000)</u>	
Net effect of reporting long-term liabilities.....		<u>(55,814,200)</u>
Net assets of governmental activities.....	\$	<u>83,161,980</u>

See notes to basic financial statements.

AUDITED FINANCIAL STATEMENTS

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FISCAL YEAR ENDED JUNE 30, 2004

	General	Capital Borrowing Funds	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:				
Real estate and personal property taxes, net of tax refunds.....	\$ 63,273,605	\$ -	\$ -	\$ 63,273,605
Tax liens.....	239,685	-	-	239,685
Motor vehicle excise taxes.....	4,074,901	-	-	4,074,901
Hotel/motel tax.....	85,606	-	-	85,606
Intergovernmental.....	22,599,266	229,029	5,886,578	28,714,873
Departmental and other.....	3,355,777	-	5,527,091	8,882,868
Contributions.....	-	-	1,250,191	1,250,191
Investment income.....	380,033	2,361	1,675,256	2,057,650
TOTAL REVENUES.....	94,008,873	231,390	14,339,116	108,579,379
EXPENDITURES:				
Current:				
General government.....	3,695,536	171,138	247,689	4,114,363
Public safety.....	11,043,378	16,989	1,405,119	12,465,486
Education.....	32,028,810	667,873	5,624,774	38,321,457
Public works.....	7,551,718	209,417	592,688	8,353,823
Property and natural resources.....	1,504,590	46,079	363,259	1,913,928
Community development.....	570,967	17,314	4,346,295	4,934,576
Human services.....	538,152	-	220,785	758,937
Library.....	1,583,454	-	132,125	1,715,579
Culture and recreation.....	-	1,784,957	167,613	1,952,570
Pension benefits.....	13,340,133	-	-	13,340,133
Employee benefits.....	10,802,390	-	-	10,802,390
State and county charges.....	2,756,005	-	-	2,756,005
Debt service:				
Principal.....	3,910,000	-	-	3,910,000
Interest.....	2,207,791	-	-	2,207,791
TOTAL EXPENDITURES.....	91,532,924	2,913,767	13,100,347	107,547,038
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES.....	2,475,949	(2,682,377)	1,238,769	1,032,341
OTHER FINANCING SOURCES (USES):				
Proceeds from bonds and notes.....	-	3,274,500	2,117,500	5,392,000
Transfers in.....	3,004,094	52,258	807,120	3,863,472
Transfers out.....	(5,577,900)	(52,258)	(3,503,911)	(9,134,069)
TOTAL OTHER FINANCING SOURCES (USES).....	(2,573,806)	3,274,500	(579,291)	121,403
NET CHANGE IN FUND BALANCES.....	(97,857)	592,123	659,478	1,153,744
FUND BALANCES AT BEGINNING OF YEAR.....	11,283,428	(5,957,495)	18,974,760	24,300,693
FUND BALANCES AT END OF YEAR.....	\$ 11,185,571	\$ (5,365,372)	\$ 19,634,238	\$ 25,454,437

AUDITED FINANCIAL STATEMENTS

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FISCAL YEAR ENDED JUNE 30, 2004

Net change in fund balances - total governmental funds..... \$ 1,153,744

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay.....	2,906,564
Depreciation expense.....	<u>(2,560,903)</u>

Net effect of reporting capital assets..... 345,661

Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in deferred revenue..... 443,703

The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net assets. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities.

Proceeds from bonds and notes.....	(5,392,000)
Debt service principal payments.....	<u>3,910,000</u>

Net effect of reporting long-term debt..... (1,482,000)

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.

Net change in compensated absences accrual.....	(271,000)
Net change in accrued interest on long-term debt.....	(25,504)
Net change in worker's compensation accrual.....	<u>83,200</u>

Net effect of recording long-term liabilities and amortizing deferred losses..... (213,304)

Change in net assets of governmental activities..... \$ 247,804

AUDITED FINANCIAL STATEMENTS

PROPRIETARY FUNDS STATEMENT OF NET ASSETS

JUNE 30, 2004

	Business-type Activities - Enterprise Funds					
	Water and Sewer Enterprise	Youth Services Enterprise	Council On Aging Enterprise	Veterans' Rink Enterprise	Recreation Enterprise	Total
ASSETS						
CURRENT:						
Cash and short-term investments.....	\$ 956,925	\$ (2,058)	\$ 114,322	\$ (23,007)	\$ (11,421)	\$ 1,034,760
Restricted cash and short-term investments.....	-	-	-	-	-	-
Investments.....	-	-	-	-	-	-
User fees.....	2,934,282	-	-	-	-	2,934,282
Water fees.....	-	-	-	-	-	-
NONCURRENT:						
Receivables, net of allowance for uncollectibles:						
Intergovernmental.....	-	-	-	-	-	-
Total noncurrent assets.....	7,890,933	-	18,227	77,810	17,341	8,004,311
TOTAL ASSETS.....	11,782,140	(2,058)	132,549	54,803	5,920	11,973,354
LIABILITIES						
CURRENT:						
Warrants payable.....	38,554	199	1,737	7,186	-	47,676
Accrued liabilities.....	-	-	-	-	-	-
Accrued payroll.....	15,153	7,168	2,093	3,199	17,782	45,395
Tax refunds payable.....	-	-	-	-	-	-
Court judgments.....	-	-	-	-	-	-
NONCURRENT:						
Capital lease obligations.....	-	-	-	-	-	-
Landfill closure.....	-	-	-	-	-	-
Court judgments.....	-	-	-	-	-	-
NET ASSETS						
Retained Earnings						
Invested in capital assets, net of related debt.....	7,890,933	-	18,227	77,810	17,341	8,004,311
Capital outlay.....	-	-	-	-	-	-
TOTAL NET ASSETS.....	\$ 11,588,433	\$ (9,425)	\$ 128,719	\$ 44,418	\$ (11,862)	\$ 11,740,283

See notes to basic financial statements.

AUDITED FINANCIAL STATEMENTS

PROPRIETARY FUNDS STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

FISCAL YEAR ENDED JUNE 30, 2004

	Business-type Activities - Enterprise Funds					
	Water and Sewer Enterprise	Youth Services Enterprise	Council On Aging Enterprise	Veterans' Rink Enterprise	Recreation Enterprise	Total
OPERATING REVENUES:						
Charges for services	\$ 6,344,068	\$ 44,849	\$ 15,842	\$ 336,754	\$ 362,565	\$ 7,104,078
Contributions	-	10,138	-	-	-	10,138
TOTAL OPERATING REVENUES	6,344,068	54,987	15,842	336,754	362,565	7,114,216
OPERATING EXPENSES:						
Cost of services and administration	11,594,638	284,911	77,691	355,330	405,476	12,718,046
Depreciation	139,092	-	6,061	5,445	4,742	155,340
TOTAL OPERATING EXPENSES	11,733,730	284,911	83,752	360,775	410,218	12,873,386
OPERATING INCOME (LOSS)	(5,389,662)	(229,924)	(67,910)	(24,021)	(47,653)	(5,759,170)
NONOPERATING REVENUES (EXPENSES):						
Investment income	13,921	-	-	-	-	13,921
Intergovernmental	-	32,000	67,850	-	-	99,850
TOTAL NONOPERATING REVENUES, (EXPENSES), NET	13,921	32,000	67,850	-	-	113,771
INCOME (LOSS) BEFORE TRANSFERS	(5,375,741)	(197,924)	(60)	(24,021)	(47,653)	(5,645,399)
TRANSFERS:						
Transfers in	5,060,762	183,364	1,113	825	24,533	5,270,597
CHANGE IN NET ASSETS	(314,979)	(14,560)	1,053	(23,196)	(23,120)	(374,802)
NET ASSETS AT BEGINNING OF YEAR	11,903,412	5,135	127,666	67,614	11,258	12,115,085
NET ASSETS AT END OF YEAR	\$ 11,588,433	\$ (9,425)	\$ 128,719	\$ 44,418	\$ (11,862)	\$ 11,740,283

See notes to basic financial statements.

AUDITED FINANCIAL STATEMENTS

PROPRIETARY FUNDS STATEMENT OF CASH FLOWS

FISCAL YEAR ENDED JUNE 30, 2004

	Business-type Activities - Enterprise Funds					
	Water and Sewer Enterprise	Youth Services Enterprise	Council On Aging Enterprise	Veterans' Rink Enterprise	Recreation Enterprise	Total
CASH FLOWS FROM OPERATING ACTIVITIES:						
Receipts from customers and users.....	\$ 6,607,935	\$ 54,987	\$ 15,842	\$ 336,754	\$ 362,565	\$ 7,378,083
Payments to vendors.....	(10,177,906)	(44,396)	(23,538)	(196,036)	(98,869)	(10,540,745)
Payments to employees.....	(1,449,753)	(239,185)	(54,041)	(164,550)	(299,650)	(2,207,179)
NET CASH FROM OPERATING ACTIVITIES.....	(5,019,724)	(228,594)	(61,737)	(23,832)	(35,954)	(5,369,841)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:						
Transfers in.....	5,060,762	183,364	1,113	825	24,533	5,270,597
Intergovernmental subsidy.....	-	32,000	67,850	-	-	99,850
NET CASH FROM NONCAPITAL FINANCING ACTIVITIES.....	5,060,762	215,364	68,963	825	24,533	5,370,447
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:						
Acquisition and construction of capital assets.....	(584,120)	-	-	-	-	(584,120)
CASH FLOWS FROM INVESTING ACTIVITIES:						
Investment income.....	13,921	-	-	-	-	13,921
NET CHANGE IN CASH AND SHORT-TERM INVESTMENTS.....	(529,161)	(13,230)	7,226	(23,007)	(11,421)	(569,593)
CASH AND SHORT-TERM INVESTMENTS AT BEGINNING OF YEAR.....	1,486,086	11,172	107,096	-	-	1,604,354
CASH AND SHORT-TERM INVESTMENTS AT END OF YEAR.....	\$ 956,925	\$ (2,058)	\$ 114,322	\$ (23,007)	\$ (11,421)	\$ 1,034,761
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES:						
Operating income (loss).....	\$ (5,389,662)	\$ (229,924)	\$ (67,910)	\$ (24,021)	\$ (47,653)	\$ (5,759,170)
Adjustments to reconcile operating income (loss) to net cash from operating activities:						
Depreciation.....	139,092	-	6,061	5,445	4,742	155,340
Changes in assets and liabilities:						
User fees.....	263,867	-	-	-	-	263,867
Warrants payable.....	(177,520)	102	(1,141)	(8,252)	-	(186,811)
Accrued payroll.....	4,499	1,228	1,253	2,996	6,957	16,933
Accrued compensated absences.....	140,000	-	-	-	-	140,000
Total adjustments.....	369,938	1,330	6,173	189	11,699	389,329
NET CASH FROM OPERATING ACTIVITIES.....	\$ (5,019,724)	\$ (228,594)	\$ (61,737)	\$ (23,832)	\$ (35,954)	\$ (5,369,841)

See notes to basic financial statements.

AUDITED FINANCIAL STATEMENTS

FIDUCIARY FUNDS STATEMENT OF FIDUCIARY NET ASSETS

JUNE 30, 2004

	Pension Trust Fund (as of December 31, 2003)	Private Purpose Trust Funds	Agency Funds
ASSETS			
CURRENT:			
Cash and short-term investments.....	\$ 84,106,534	\$ 113,525	\$ 48,290
Investments.....	30,047,019	3,597,601	-
Interest and dividends.....	325,395	-	-
Receivables, net of allowance for uncollectibles:			
Departmental and other.....	137,061	-	-
Intergovernmental.....	-	-	-
Loans.....	-	-	-
NONCURRENT:			
Receivables, net of allowance for uncollectibles:			
Loans.....	-	-	-
Capital assets, net of accumulated depreciation.....	-	-	-
TOTAL ASSETS.....	114,616,009	3,711,126	48,290
LIABILITIES			
Warrants payable.....	-	48	5,761
Accrued liabilities.....	-	-	-
Liabilities due depositors.....	-	-	42,529
Other liabilities.....	-	-	-
Deferred revenue.....	-	-	-
TOTAL LIABILITIES.....	-	48	48,290
NET ASSETS			
Held in trust for pension benefits and other purposes.....	\$ 114,616,009	\$ 3,711,078	\$ -

See notes to basic financial statements.

AUDITED FINANCIAL STATEMENTS

FIDUCIARY FUNDS STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS

FISCAL YEAR ENDED JUNE 30, 2004

	Pension Trust Fund (as of December 31, 2003)	Private Purpose Trust Funds
ADDITIONS:		
Contributions:		
Employer.....	\$ 6,183,289	\$ -
Employee.....	2,084,312	-
Private donations.....	-	368,117
Total contributions.....	8,267,601	368,117
Net investment income (loss):		
Net change in fair value of investments.....	22,159,600	-
Interest.....	1,568,175	143,418
Total investment income (loss).....	23,727,775	143,418
Less: investment expense.....	(418,487)	-
Net investment income (loss).....	23,309,288	143,418
Intergovernmental.....	703,221	-
Transfers from other systems.....	521,987	-
TOTAL ADDITIONS.....	32,802,097	511,535
DEDUCTIONS:		
Administration.....	144,750	-
Transfers to other systems.....	285,464	-
Retirement benefits and refunds.....	11,938,247	-
Human services.....	-	5,859
Educational scholarships.....	-	614,978
TOTAL DEDUCTIONS.....	12,368,461	620,837
CHANGE IN NET ASSETS.....	20,433,636	(109,302)
NET ASSETS AT BEGINNING OF YEAR.....	94,182,373	3,820,380
NET ASSETS AT END OF YEAR.....	\$ 114,616,009	\$ 3,711,078

See notes to basic financial statements.

AUDITED FINANCIAL STATEMENTS

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying basic financial statements of the Town of Arlington, Massachusetts (the Town) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting policies are described herein.

A. Reporting Entity

The Town is a municipal corporation governed by “The Town Manager Act of the Town of Arlington, Massachusetts”, the “By-Laws of the Town of Arlington”, and Massachusetts General Laws Chapter 43A, “Standard Form of Representative Town Meeting Government”. The executive branch is made up of a five-member Board of Selectmen elected at large. The Board hires a professional manager to administer the daily operations of the government. The legislative branch is a Town Meeting made up of 252 representatives, elected from each of the twenty-one precincts in the Town. Arlington is also a member of the 7th Massachusetts Congressional District, 4th Middlesex State Senatorial District, and the 25th and 26th Middlesex State Representative Districts.

For financial reporting purposes, the Town has included all funds, organizations, account groups, agencies, boards, commissions and institutions. The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the Town (the primary government) and its component units. One entity has been included as a component unit in the reporting entity, because of the significance of its operational and/or financial relationship.

Blended Component Units – Blended component units are entities that are legally separate from the Town, but are so related that they are, in substance, the same as the Town or entities providing services entirely or almost entirely for the benefit of the Town. The following component unit is blended within the primary government:

In the Fiduciary Funds:

The Arlington Contributory Retirement System (the System) was established to provide retirement benefits to Town employees and their beneficiaries. The System is governed by a five-member board comprised of the Town Comptroller (ex-officio), two members elected by the System’s participants, one member appointed by the Board of Selectmen and one member appointed by the Retirement Board’s members. The System is presented using the accrual basis of accounting and is reported as a Pension Trust Fund.

Availability of Financial Information for Component Units

The System did not issue a separate audited financial statement. The System issues a publicly available unaudited financial report in accordance with guidelines established by the Commonwealth of Massachusetts’ (Commonwealth) Public Employee Retirement Administration Commission (PERAC). That report may be obtained by contacting the System located at 869 Massachusetts Avenue, Room 102, Arlington, MA 02476-4701.

Joint Ventures - The Town is a member of the North East Solid Waste Committee (NESWC), a joint venture with 23 communities organized to represent its members in all matters related with solid waste disposal at a regional waste-to-energy facility located in North Andover, Massachusetts. In accordance with a depository agreement, NESWC was granted control over various funds received from contract communities. As of June 30, 2004, the Town’s equity interest in the operation of NESWC is \$912,613, which is recorded as a receivable in the Tip Fee Stabilization Fund classified as a Nonmajor Governmental Fund in the financial statements. Complete financial statements for NESWC can be obtained directly from their administrative office located at 3 Burlington Woods Park, Burlington, MA 01803.

AUDITED FINANCIAL STATEMENTS

B. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The government-wide financial statements (i.e., statement of net assets and the statement of changes in net assets) report information on all of the non-fiduciary activities of the primary government and its component units. *Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

Major Fund Criteria

Major funds must be reported if the following criteria are met:

- If the total assets, liabilities, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets, liabilities, etc.) for all funds of that category or type (total governmental or total enterprise funds), *and*
- If the total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Fiduciary funds are reported by fund type.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the fiscal year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.
- Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.

AUDITED FINANCIAL STATEMENTS

Taxes and other items not identifiable as program revenues are reported as general revenues.

For the most part, the effect of interfund activity has been removed from the government-wide financial statements. Exceptions are charges between the general fund and water and sewer enterprise fund. Elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

Fund Financial Statements

Governmental fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

The Town considers property tax revenues available if they are collected within 60 days after fiscal year-end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The following major governmental funds are reported:

The *general fund* is the primary operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund.

The *capital borrowing fund* is a capital project fund used to account for the Town's annual capital appropriations that are budgeted to be financed through long-term borrowing.

The nonmajor governmental funds consist of special revenue, other capital projects, and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

The *special revenue fund* is used to account for the proceeds of specific revenue sources (other than permanent funds or capital projects funds) that are restricted by law or administrative action to expenditures for specified purposes.

The *capital projects fund* is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by enterprise and trust funds).

The *permanent fund* is used to account for financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

Proprietary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

AUDITED FINANCIAL STATEMENTS

The following major proprietary funds are reported:

The *water and sewer enterprise fund* is used to account for the water and sewer activities.

The *youth services fund* is used to account for the youth services activities.

The *council on aging fund* is used to account for the council on aging activities.

The *veterans' rink fund* is used to account for the veterans' rink activities.

The *recreation fund* is used to account for the recreation activities.

Fiduciary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the governmental programs.

The following fiduciary fund types are reported:

The *pension trust fund* is used to account for the activities of the System, which accumulates resources to provide pension benefits to eligible retirees and their beneficiaries.

The *private-purpose trust fund* is used to account for trust arrangements, other than those properly reported in the pension trust fund or permanent fund, under which principal and investment income exclusively benefit individuals, private organizations, or other governments.

The *agency fund* is used to account for assets held in a purely custodial capacity.

Government-Wide and Fund Financial Statements

For the government-wide financial statements, and proprietary and fiduciary fund accounting, all applicable Financial Accounting Standards Board (FASB) pronouncements issued on or prior to November 30, 1989, are applied, unless those pronouncements conflict with or contradict GASB pronouncements.

D. Cash and Investments

Government-Wide and Fund Financial Statements

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition.

Investments are carried at fair value.

E. Accounts Receivable

Government-Wide and Fund Financial Statements

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and the proprietary funds and fiduciary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

Real Estate, Personal Property Taxes and Tax Liens

Property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes are due on August 1st,

AUDITED FINANCIAL STATEMENTS

November 1st, February 1st and May 1st and are subject to penalties and interest if they are not paid by the respective due date. Property taxes levied are recorded as receivables in the fiscal year of the levy.

Tax liens are processed during the fourth quarter of every fiscal year on delinquent properties and are recorded as receivables in the fiscal year they are processed.

Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

Motor Vehicle Excise

Motor vehicle excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the fiscal year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles to the Town. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

User Fees

Water and sewer user fees are levied semi-annually based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Water and sewer liens are processed in June of every year and are included as a lien on the property owner's tax bill in the following fiscal year. Water and sewer user fees are recorded as receivables in the fiscal year of the levy and an unbilled estimate.

Water and sewer user fees are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Departmental and Other

Departmental and other receivables consist primarily of reimbursements for veteran's services, rubbish collection fees, and fire alarm renewal fees and are recorded as receivables in the fiscal year accrued.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

Intergovernmental

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, revenue is recognized as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, revenue is recognized when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

Loans

The Department of Planning and Community Development administers loan programs that provide housing assistance to residents. Upon issuance, a receivable is recorded for the principal amount of the loan.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

AUDITED FINANCIAL STATEMENTS

F. Inventories

Government-Wide and Fund Financial Statements

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the government-wide and fund financial statements, and therefore are not reported.

G. Capital Assets

Government-Wide and Proprietary Fund Financial Statements

Capital assets, which include land, land improvements, buildings, machinery and equipment, and infrastructure (e.g., roads, water mains, sewer mains, and similar items), are reported in the applicable governmental or business-type activity column of the government-wide financial statements. Capital assets are recorded at historical cost or at estimated historical cost if actual historical cost is not available. Donated capital assets are recorded at the estimated fair market value at the date of donation. Construction period interest is capitalized on constructed capital assets except for the capital assets of the governmental activities column in the government-wide financial statements.

All purchases and construction costs in excess of \$10,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

Capital assets (excluding land) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

Capital Asset Type	Estimated Useful Life (in years)
Land improvements.....	20
Buildings.....	50
Vehicles.....	5-10
Machinery and equipment.....	10
Infrastructure.....	20
Sewer and water lines.....	60

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

Governmental Fund Financial Statements

Capital asset costs are recorded as expenditures in the acquiring fund in the fiscal year of the purchase.

H. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

Government-Wide Financial Statements

Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net assets as "internal balances".

AUDITED FINANCIAL STATEMENTS

Fund Financial Statements

Transactions of a buyer/seller nature between and within funds are *not* eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as "Due from other funds" or "Due to other funds" on the balance sheet.

I. Interfund Transfers

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as transfers in and transfers out.

Government-Wide Financial Statements

Transfers between and within governmental funds and fiduciary funds are eliminated from the governmental activities in the statement of activities. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as "Transfers, net".

Fund Financial Statements

Transfers between and within funds are *not* eliminated from the individual fund statements and are reported as transfers in and transfers out.

J. Deferred Revenue

Deferred revenue at the governmental fund financial statement level represents billed receivables that do not meet the available criterion in accordance with the current financial resources measurement focus and the modified accrual basis of accounting. Deferred revenue is recognized as revenue in the conversion to the government-wide (full accrual) financial statements.

K. Net Assets and Fund Equity

Government-Wide Financial Statements (Net Assets)

Net assets are reported as restricted when amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net assets have been "restricted for" the following:

"Loans" represents community development outstanding loans receivable balances.

"Permanent funds - expendable" represents the expendable resources generated by amounts held in trust which stipulate that only earnings may be used for purposes that support governmental programs.

"Permanent funds - nonexpendable" represents the permanently restricted portion of amounts held in trust which stipulate that only earnings may be used for purposes that support governmental programs.

"Other specific purposes" represents restrictions placed on assets from outside parties.

Fund Financial Statements (Fund Balances)

Fund balances are reserved for amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use. Designations of fund balance represent tentative management plans that are subject to change.

AUDITED FINANCIAL STATEMENTS

Fund balances have been "reserved for" the following:

"Encumbrances and continuing appropriations" represents amounts obligated under purchase orders, contracts and other commitments for expenditures that are being carried over to the ensuing fiscal year.

"Loans" represents community development outstanding loans receivable balances.

"Perpetual permanent funds" represents amounts held in trust for which only investment earnings may be expended.

Fund balances have been "designated for" the following:

"Municipal insurance" represents the amounts the Town has designated for employee healthcare self-insurance.

"Subsequent year's expenditures" represents amounts appropriated for the fiscal year 2005 operating budget.

L. Long-term debt

Government-Wide and Proprietary Fund Financial Statements

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net assets. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

Governmental Fund Financial Statements

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

M. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Law (MGL). Investment income from the enterprise funds (except the water and sewer enterprise fund) is voluntarily assigned and transferred to the general fund.

N. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

Government-Wide and Proprietary Fund Financial Statements

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred.

Governmental Fund Financial Statements

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities.

AUDITED FINANCIAL STATEMENTS

O. Post Retirement Benefits

Government-Wide and Fund Financial Statements

In addition to providing pension benefits, health insurance coverage is provided for retired employees and their survivors in accordance with MGL, Chapter 32, on a pay-as-you-go basis. The cost of providing health insurance is recognized by recording the employer's 75-90% share of insurance premiums in the general fund in the fiscal year paid. For the fiscal year ended June 30, 2004, this expense/expenditure totaled approximately \$2,900,000. There were approximately 940 participants eligible to receive benefits at June 30, 2004.

The Commonwealth of Massachusetts administers a health insurance plan for all retired teachers of the Commonwealth. The cost of providing that benefit is assessed to each community annually. For the fiscal year ending June 30, 2004 this expense/expenditure amounted to \$5,667. The number of participants covered is not provided by the Commonwealth.

P. Fund Deficits

Several individual fund deficits exist at June 30, 2004, within the special revenue funds classified as non-major governmental funds and within the capital borrowing funds classified as a major governmental fund. These deficits will be funded through available funds and grants during fiscal year 2005.

At June 30, 2004, the Youth Services enterprise fund had a deficit of \$9,425, and the Recreation enterprise fund had a deficit of \$11,862. These deficits will be funded through available funds.

Q. Use of Estimates

Government-Wide and Fund Financial Statements

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure for contingent assets and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

R. Total Column

Government-Wide Financial Statements

The total column presented on the government-wide financial statements represents consolidated financial information.

Fund Financial Statements

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

NOTE 2 – CASH AND INVESTMENTS

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the balance sheet as "Cash and Short-term Investments". The deposits and investments of the trust funds are held separately from those of other funds.

Statutes authorize the investment in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's Investment Pool (the Pool). In addition, there are various restrictions limiting the amount and length of deposits and investments.

AUDITED FINANCIAL STATEMENTS

The Pool meets the criteria of an external investment pool. The Pool is administered by the Massachusetts Municipal Depository Trust (MMDT), which was established by the Treasurer of the Commonwealth who serves as Trustee. The fair value of the position in the Pool is the same as the value of the Pool shares.

Short-term investments and investments are classified as to collateral risk into the following three categories:

Category 1: Insured or registered, or securities held by the Town or its agent in the Town's name.

Category 2: Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the Town's name.

Category 3: Uninsured and unregistered, with securities held by the counterparty, or its trust department or agent but not in the Town's name.

At fiscal year-end, the carrying amount of deposits totaled \$24,158,396 and the bank balance totaled \$26,297,180. Of the bank balance, \$400,000 was covered by Federal Depository Insurance, \$8,463,363 was covered by the Depository Insurance Fund, and \$17,433,817 was uninsured and uncollateralized.

At December 31, 2003, the carrying amount of deposits for the System totaled \$25,232 and the bank balance of \$100,000 was covered by Federal Depository Insurance.

AUDITED FINANCIAL STATEMENTS

The following details the carrying amount of cash and short-term investments and investments as reported in the basic financial statements at June 30, 2004:

	Cash and Short-term Investments	Investments	Total
<i>Cash balances (excluding the System) at June 30, 2004:</i>			
Checking, savings and NOW accounts.....	\$ 19,655,286	\$ -	\$ 19,655,286
Certificates of deposit.....	4,040,585	-	4,040,585
Money market deposits.....	462,525	-	462,525
Total carrying amount of cash.....	24,158,396	-	24,158,396
<i>Investments not subject to categorization:</i>			
MMDT.....	2,232,568	-	2,232,568
Money market mutual funds.....	266,016	-	266,016
<i>Investments subject to categorization (Category 3):</i>			
Equity securities.....	-	14,877,063	14,877,063
Repurchase agreements.....	6,504,629	-	6,504,629
Total investments.....	9,003,213	14,877,063	23,880,276
Total cash and short-term investments and investments of the Town at June 30, 2004.....	33,161,609	14,877,063	48,038,672
<i>System cash balances at December 31, 2003:</i>			
Checking, savings and NOW accounts.....	25,232	-	25,232
<i>Investments not subject to categorization:</i>			
Mutual funds.....	82,564,595	-	82,564,595
Alternative investments.....	715,957	-	715,957
Money market mutual funds.....	800,750	-	800,750
<i>Investments subject to categorization (Category 3):</i>			
Fixed income securities.....	-	30,047,019	30,047,019
Total investments.....	84,081,302	30,047,019	114,128,321
Total cash and short-term investments and investments of the System at December 31, 2003.....	84,106,534	30,047,019	114,153,553
Total cash and short-term investments and investments.....	\$ 117,268,143	\$ 44,924,082	\$ 162,192,225

AUDITED FINANCIAL STATEMENTS

NOTE 3 – RECEIVABLES

At June 30, 2004, receivables for the individual major and non-major governmental funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Real estate and personal property taxes..... \$	42,567	\$ -	\$ 42,567
Real estate tax deferrals.....	274,114	-	274,114
Tax liens.....	258,630	-	258,630
Motor vehicle and other excise taxes.....	663,570	(453,594)	209,976
Departmental and other.....	61,079	(24,550)	36,529
Intergovernmental.....	24,890,702	-	24,890,702
Loans.....	1,077,752	-	1,077,752
 Total..... \$	 27,268,414	 \$ (478,144)	 \$ 26,790,270

At June 30, 2004, receivables for the proprietary funds consist of the following:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Water and sewer fees..... \$	2,934,282	\$ -	\$ 2,934,282

Governmental funds report *deferred revenue* in connection with receivables and other assets for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current fiscal year, the various components of *deferred revenue* reported in the governmental funds were as follows:

	General Fund	Other Governmental Funds	Total
<u>Receivable and other asset type:</u>			
Real estate and personal property taxes..... \$	222,684	\$ -	\$ 222,684
Tax Liens.....	258,630	-	258,630
Motor vehicle excise taxes.....	209,978	-	209,978
Departmental.....	36,529	-	36,529
State school construction funds.....	21,400,000	-	21,400,000
Tax foreclosures.....	396,784	-	396,784
Community development entitlements.....	-	3,202,063	3,202,063
State highway funds (Chapter 90).....	-	1,145,508	1,145,508
Intergovernmental.....	-	193,981	193,981
 Total..... \$	 22,524,605	 \$ 4,541,552	 \$ 27,066,157

AUDITED FINANCIAL STATEMENTS

NOTE 4 – CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2004, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 10,525,593	\$ -	\$ -	\$ 10,525,593
Construction in progress.....	4,600,000	2,284,563	-	6,884,563
Total capital assets not being depreciated.....	15,125,593	2,284,563	-	17,410,156
<u>Capital assets being depreciated:</u>				
Buildings.....	94,614,564	-	-	94,614,564
Improvements.....	2,006,993	194,488	-	2,201,481
Vehicles and equipment.....	6,767,292	379,509	(503,852)	6,642,949
Infrastructure.....	699,052	48,004	-	747,056
Total capital assets being depreciated.....	104,087,901	622,001	(503,852)	104,206,050
<u>Less accumulated depreciation for:</u>				
Buildings.....	27,669,573	1,822,418	-	29,491,991
Improvements.....	535,732	96,585	-	632,317
Vehicles and equipment.....	4,297,952	597,804	(503,852)	4,391,904
Infrastructure.....	-	44,096	-	44,096
Total accumulated depreciation.....	32,503,257	2,560,903	(503,852)	34,560,308
Total capital assets being depreciated, net.....	71,584,644	(1,938,902)	-	69,645,742
Total governmental activities capital assets, net.....	\$ 86,710,237	\$ 345,661	\$ -	\$ 87,055,898

AUDITED FINANCIAL STATEMENTS

	Beginning Balance	Increases	Decreases	Ending Balance
Business-type activities:				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 2,954	\$ -	\$ -	\$ 2,954
<u>Capital assets being depreciated:</u>				
Buildings.....	730,566	-	-	730,566
Improvements.....	65,420	-	-	65,420
Vehicles and equipment.....	940,876	-	-	940,876
Infrastructure.....	8,289,887	667,900	-	8,957,787
Total capital assets being depreciated.....	10,026,749	667,900	-	10,694,649
<u>Less accumulated depreciation for:</u>				
Buildings.....	66,968	14,912	-	81,880
Improvements.....	3,221	3,271	-	6,492
Vehicles and equipment.....	653,503	81,845	-	735,348
Infrastructure.....	1,730,480	139,092	-	1,869,572
Total accumulated depreciation.....	2,454,172	239,120	-	2,693,292
Total capital assets being depreciated, net.....	7,572,577	428,780	-	8,001,357
Total business-type activities capital assets, net.....	\$ 7,575,531	\$ 428,780	\$ -	\$ 8,004,311

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities:	
General government.....	\$ 169,544
Public safety.....	168,637
Education.....	1,538,350
Public works.....	505,554
Human services.....	3,068
Culture and recreation.....	175,749
Total depreciation expense - governmental activities.....	\$ 2,560,902
Business-Type Activities:	
Public works.....	\$ 222,872
Human services.....	6,061
Culture and recreation.....	10,187
Total depreciation expense - business-type activities.....	\$ 239,120

AUDITED FINANCIAL STATEMENTS

NOTE 5 – INTERFUND TRANSFERS

Interfund transfers for the fiscal year ended June 30, 2004, are summarized as follows:

Transfers Out:	Transfers In:								Total
	General Fund	Capital Borrowing Fund	Nonmajor Governmental Funds	Water and Sewer Enterprise Fund	Youth Services Enterprise Fund	Council on Aging Enterprise Fund	Veterans' Rink Enterprise Fund	Recreation Enterprise Fund	
General Fund.....	\$ -	\$ -	\$ 349,221	\$ 5,060,762	\$ 164,836	\$ 1,113	\$ 825	\$ 1,143	\$ 5,577,900
Capital Borrowing Fund	-	52,258	-	-	-	-	-	-	52,258
Nonmajor Governmental Funds	3,004,094	-	457,899	-	18,528	-	-	23,390	3,503,911
Total.....	\$ 3,004,094	\$ 52,258	\$ 807,120	\$ 5,060,762	\$ 183,364	\$ 1,113	\$ 825	\$ 24,533	\$ 9,134,069

NOTE 6 – SHORT-TERM FINANCING

Short-term debt may be authorized and issued to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations and carry maturity dates that are limited by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the General Fund and Enterprise Funds, respectively.

Details related to the short-term debt activity for the fiscal year ended June 30, 2004, is as follows:

Type	Purpose	Rate (%)	Due Date	Balance at June 30, 2003	Renewed/ Issued	Retired/ Redeemed	Balance at June 30, 2004
BAN	Symmes Property.....	1.75	04/08/05	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000
BAN	Symmes Property.....	1.75	04/08/05	8,000,000	8,000,000	8,000,000	8,000,000
BAN	Symmes Property.....	1.75	04/08/05	-	550,000	-	550,000
				<u>\$ 10,500,000</u>	<u>\$ 11,050,000</u>	<u>\$ 10,500,000</u>	<u>\$ 11,050,000</u>

AUDITED FINANCIAL STATEMENTS

NOTE 7 – LONG-TERM DEBT

Under the provisions of Chapter 44, Section 10, Municipal Law authorizes indebtedness up to a limit of 5% of the equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit". In addition, however, debt may be authorized in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

Details related to the outstanding indebtedness at June 30, 2004, and the debt service requirements for governmental funds are as follows:

Project	Interest Rate (%)	Outstanding at June 30, 2003	Issued	Redeemed	Outstanding at June 30, 2004
Municipal Purpose - 1993.....	3.59	\$ 120,000	\$ -	\$ 120,000	\$ -
Municipal Purpose - 1996.....	4.33	765,000	-	275,000	490,000
Municipal Purpose - 1997.....	5.16	4,670,000	-	280,000	4,390,000
Municipal Purpose - 1997.....	5.22	3,850,000	-	275,000	3,575,000
Municipal Purpose - 1999.....	4.00 - 6.00	14,305,000	-	1,125,000	13,180,000
Municipal Purpose - 2000.....	5.10	6,770,000	-	560,000	6,210,000
Municipal Purpose - 2002.....	3.75 - 4.88	15,725,000	-	1,275,000	14,450,000
Municipal Purpose - 2003.....	4.5	2,000,000	5,392,000	-	7,392,000
Total governmental bonds payable.....		\$ 48,205,000	\$ 5,392,000	\$ 3,910,000	\$ 49,687,000

Debt service requirements for principal and interest for governmental bonds and notes payable in future fiscal years are as follows:

	Principal	Interest	Total
2005.....	\$ 4,562,000	\$ 2,151,233	\$ 6,713,233
2006.....	4,455,000	1,979,720	6,434,720
2007.....	3,990,000	1,812,085	5,802,085
2008.....	3,930,000	1,655,238	5,585,238
2009.....	3,465,000	1,497,731	4,962,731
2010.....	3,230,000	1,348,522	4,578,522
2011.....	3,135,000	1,206,757	4,341,757
2012.....	3,010,000	1,064,445	4,074,445
2013.....	2,950,000	925,822	3,875,822
2014.....	2,935,000	785,987	3,720,987
2015.....	2,930,000	645,445	3,575,445
2016.....	2,945,000	502,427	3,447,427
2017.....	2,965,000	356,965	3,321,965
2018.....	1,960,000	228,846	2,188,846
2019.....	945,000	144,541	1,089,541
2020.....	890,000	102,170	992,170
2021.....	880,000	60,555	940,555
2022.....	175,000	18,801	193,801
2023.....	175,000	11,014	186,014
2024.....	160,000	3,560	163,560
Totals.....	\$ 49,687,000	\$ 16,501,864	\$ 66,188,864

AUDITED FINANCIAL STATEMENTS

The Commonwealth has approved school construction assistance to the Town. The assistance program, which is administered by the School Building Assistance Bureau, provides resources for future debt service of general obligation school bonds outstanding. During fiscal year 2004, \$1,329,595 of such assistance was received. Approximately \$29,307,000 will be received in future fiscal years. Of this amount, approximately \$7,907,000 represents reimbursement of long-term interest costs, and approximately \$21,400,000 represents reimbursement of approved construction costs. Accordingly, a \$21,400,000 intergovernmental receivable and corresponding deferred revenue have been reported in governmental fund financial statements. The net change in deferred revenue has been recognized as revenue in the conversion to the government-wide financial statements.

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. At June 30, 2004, the Town had the following authorized and unissued debt:

Purpose	Amount
Suburban renewal.....	\$ 2,950,000
School construction.....	11,746,165
Sewer and water facilities.....	4,686,854
Spy Pond Shore project.....	400,000
Capital equipment.....	1,586,400
Building Repairs.....	641,620
Software and Telephone Upgrade.....	81,910
Dam Repair.....	1,160,000
School Repair.....	80,000
Administrative fees.....	30,900
Total.....	<u>\$ 23,363,849</u>

Changes in long-term liabilities

During the fiscal year ended June 30, 2004, the following changes occurred in long-term liabilities:

	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion
Governmental Activities:					
Long-Term Bonds and Notes....	\$ 48,205,000	\$ 5,392,000	\$ (3,910,000)	\$ 49,687,000	\$ 4,562,000
Workers' Compensation.....	1,085,400	320,136	(403,336)	1,002,200	85,800
Compensated Absences.....	4,854,000	271,000	-	5,125,000	3,342,000
Total.....	<u>\$ 54,144,400</u>	<u>\$ 5,983,136</u>	<u>\$ (4,313,336)</u>	<u>\$ 55,814,200</u>	<u>\$ 7,989,800</u>
Business-Type Activities:					
Compensated Absences.....	\$ -	\$ 140,000	-	\$ 140,000	\$ 56,000

NOTE 8 – STABILIZATION FUND

At June 30, 2004, the Town has \$1,670,612 in a stabilization fund, which is classified as a special revenue fund within the nonmajor governmental funds in the fund-based basic financial statements. The Town may use the stabilization fund for general and/or capital purposes upon Town Meeting approval.

AUDITED FINANCIAL STATEMENTS

NOTE 9 – TIP FEE STABILIZATION FUND

In accordance with Chapter 8 of the Acts of 1998 of the Commonwealth, the Town maintains a tip fee stabilization Fund to account for proceeds from the sale of recycled materials; the sale of excess tonnage capacity of the Town at the facility of WNAI, including the balance of such funds previously received; other receipts arising from the sale of disposal of solid waste; and any funds appropriated by Town meeting for the purposes of this fund.

Town meeting may appropriate from the tip fee stabilization fund to fund any of the Town's financial obligations associated with the existing solid waste agreement with WNAI, or a successor agreement, in association with NESWC. In addition, to provide for extraordinary and unforeseen expenditures, the Town Manager, with the approval of the Board of Selectmen and the Finance Committee, may expend up to 10% of the fund without further appropriation. Beginning in the fiscal year commencing July 1, 2005, Town Meeting, by two-thirds vote, may appropriate from the tip fee stabilization fund for any lawful purpose.

The Town has \$4,176,032 in the tip fee stabilization fund at June 30, 2004, which is recorded as a special revenue fund within the nonmajor governmental funds in the fund-based basic financial statements. The activity of the fund in fiscal year 2004 consists of the following:

Fund balance at June 30, 2003.....	\$ 5,439,131
Proceeds from the sale of excess tonnage capacity, recycled materials, disposal of solid waste and other revenues from NESWC.....	1,172,013
Investment income.....	58,689
Expenditures.....	(91,054)
Transfer to the general fund.....	(2,402,747)
Fund balance at June 30, 2004.....	\$ 4,176,032

NOTE 10 – RISK FINANCING

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance.

The Town is self-insured for its health insurance and workers' compensation activities. These activities are accounted for in the Town's general fund where revenues are recorded when earned and expenses are recorded when the liability is incurred.

AUDITED FINANCIAL STATEMENTS

Health Insurance

The estimate of Incurred But Not Reported (IBNR) claims based on a two-month claims paid average for six months prior to fiscal year-end. At June 30, 2004, the amount of the liability for health insurance claims totaled \$1,854,000. The health claims payable of \$1,914,000, reported on the balance sheet and statement of net assets, represents the \$1,854,000 IBNR, plus a \$60,000 settlement of known claims for the fourth quarter of fiscal year 2004. This liability is the best estimate based on available information. Changes in the reported liability since July 1, 2002, are as follows:

	Balance at Beginning of Fiscal Year	Current Year Claims and Changes in Estimate	Claims Payments	Balance at Fiscal Year-End
Fiscal Year 2003.....	\$ 948,000	\$ 7,767,015	\$ (7,409,015)	\$ 1,306,000
Fiscal Year 2004.....	1,306,000	7,615,777	(7,067,777)	1,854,000

In fiscal year 2001, the Town established a retiree healthcare trust fund. The Town's intention is to appropriate money into the fund each year to stabilize future costs for the healthcare of retirees. The Town has approximately \$198,372 in the fund at June 30, 2004, and is reported as a special revenue fund within the nonmajor governmental funds in the fund-based basic financial statements.

(b) Workers' Compensation

Workers' compensation claims are administered by a third party administrator and are funded on a pay-as-you-go basis from annual appropriations. The estimated future workers' compensation liability is based on history and injury type.

At June 30, 2004, the amount of the liability for workers' compensation claims totaled \$1,002,200. This liability is the Town's best estimate based on available information. Changes in the reported liability since July 1, 2002, are as follows:

	Balance at Beginning of Fiscal Year	Current Year Claims and Changes in Estimate	Claims Payments	Balance at Fiscal Year-End
Fiscal Year 2003.....	\$ 1,152,000	\$ 164,783	\$ (231,383)	\$ 1,085,400
Fiscal Year 2004.....	1,085,400	320,136	(403,336)	1,002,200

NOTE 11 – PENSION PLAN

Plan Description - The Town contributes to the System, a cost-sharing multiple-employer defined benefit pension plan administered by the Arlington Contributory Retirement Board (Board). Substantially all employees are members of the System, except for public school teachers and certain administrators who are members of the Massachusetts Teachers Retirement System, to which the Town does not contribute. Pension benefits and administrative expenses paid by the Teachers Retirement Board are the legal responsibility of the Commonwealth. The amount of these on-behalf payments totaled approximately \$7,529,000 for the fiscal year ended June 30, 2004, and, accordingly, are reported in the general fund as intergovernmental revenues and pension expenditures.

The System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law

AUDITED FINANCIAL STATEMENTS

during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Arlington Contributory Retirement Board and are borne by the System. The System issues a publicly available unaudited financial report in accordance with guidelines established by the Commonwealth's PERAC. That report may be obtained by contacting the System located at 869 Massachusetts Avenue, Room 102, Arlington, MA 02476-4701.

At December 31, 2003, the System's membership consists of the following:

Active members.....	684
Inactive members.....	107
Retirees and beneficiaries currently receiving benefits.....	622
Total.....	1,413

Funding Policy - Plan members are required to contribute to the System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the System its share of the system-wide actuarial determined contribution that is apportioned among the employers based on active current payroll. Administrative expenses are funded through investment earnings. The current and two preceding fiscal years apportionment of the annual pension cost between the two employers required the Town to contribute 96% of the total. Chapter 32 of the MGL governs the contributions of plan members and the Town.

Annual Pension Cost - The Town's contributions to the System for the fiscal years ended June 30, 2004, 2003, and 2002 were \$5,538,223, \$5,231,836 and \$5,015,780 respectively, which equaled its required contribution for each fiscal year. At June 30, 2004, the Town did not have a net pension obligation. The required contribution was determined as part of the January 1, 2003 actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions included an 8% investment rate of return and projected salary increases of 4.75% per year. The actuarial value of the System's assets was determined using the fair value of the assets. The System's unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll. The remaining amortization period at January 1, 2004, was 18 years.

Schedule of Funding Progress (Dollar amounts in thousands)

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Entry Age (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
1/1/03	\$ 94,182	\$ 157,330	\$ 63,148	59.9%	\$ 23,557	268.1%
1/1/02	111,128	153,452	42,324	72.4%	24,276	174.3%
1/1/01	121,500	145,100	23,600	83.7%	22,757	103.7%
1/1/00	115,600	143,300	27,700	80.7%	21,242	130.4%
1/1/99	106,200	136,100	29,900	78.0%	20,781	143.9%
1/1/98	96,300	127,100	30,800	75.8%	19,834	155.3%
1/1/96	72,300	111,700	39,400	64.7%	18,215	216.3%
1/1/95	57,000	93,900	36,900	60.7%	13,600	271.3%

Noncontributory Retirement Allowance - The Town pays the entire retirement allowance for certain retirees who are eligible for noncontributory benefits and are not members of the System. The general fund expenditure for fiscal year 2004 totaled approximately \$255,000.

AUDITED FINANCIAL STATEMENTS

NOTE 12 – COMMITMENTS

Waste Disposal

Under the terms of an agreement with the State Department of Environmental Management and WNAI, the Town is unconditionally obligated to make certain payments for its portion of the costs of using a resource recovery plant based on its projected minimum tonnage of solid waste to be disposed of at the plant. The cost to the Town under the agreement was approximately \$3,650,712 in fiscal year 2004. The facility was financed by the issuance of bonds in the amount of approximately \$197,000,000. In the event of a facility failure, under circumstances in which the WNAI is not required or is unable to pay damages, the Town's indirect share of the bonds, based on the aggregate projected minimum disposal tonnage of all participating communities, would be approximately 12% of the total.

Symmes Hospital Site

During fiscal year 2002, the Town appropriated and authorized to borrow \$14 million to provide the Arlington Redevelopment Board with funds for the purchase, operation, maintenance and development of the former Symmes Hospital site which is 18 acres in area and has two buildings, one of which is the former Symmes Hospital. The Town has operated the site with two major tenants occupying part of the former hospital building while it conducted an extensive study of the potential re-use of the property. During fiscal 2004, the site generated \$591,342.80 in income and incurred \$1,575,808.62 in expenses.

The Arlington Redevelopment Board issued requests for proposals, and in February, 2004 chose E.A. Fish Associates to purchase and redevelop the property. At the close of the fiscal year, the Redevelopment Board was in negotiation with the developer over the terms of the Land Disposition Agreement.

The terms of the sale (finalized since June 30, 2004) will repay most of the current indebtedness at closing with the remainder to be recouped over a three to four year period. Total net expenditures are expected to be about \$11 million at the time of closing on the property sale. The site will be redeveloped to accommodate 255 residential units and a medical office building with more than half the land area remaining in open space all according to the urban renewal plan adopted by Town Meeting.

Reed's Brook Site

In 1995, the Town Meeting voted to purchase a 20 acre parcel of land that had been use as a sanitary landfill up until 1970. The Town subsequently purchased an abutting 2 acres of land and voted to create a park on the site. The first phase of the project which consisted of extensive storm drain improvements and the moving of 90,000 cubic yards of material was completed in the fall of 2002. The second phase of the project which included the construction of playing fields and landscaping was nearly complete at the end of this fiscal year. It is expected that the playing fields will be ready for play in the Spring of 2006.

The total project cost is about \$7.4 million of which the Town has supplied \$4.78 million. The remainder of the funds were supplied by grants from Mass. Highway (\$678,316), Federal Emergency Management Administration (\$754,457) and Federal Community Development Block Grant (\$1,219,500).

NOTE 13 – CONTINGENCIES

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of the Single Audit Act Amendments of 1996 through June 30, 2004, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is expected such amounts, if any, to be immaterial.

AUDITED FINANCIAL STATEMENTS

Various legal actions and claims are pending. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2004, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2004.

NOTE 14 – IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS

During fiscal year 2004, the following GASB pronouncements were implemented:

The GASB issued Statement #39, *Determining Whether Certain Organizations are Component Units*, an Amendment of GASB Statement #14. Management has determined that no additional component units were required to be presented in the basic financial statements.

Other Future GASB Pronouncements:

The GASB issued Statement #40, *Deposit and Investment Risk Disclosures*, an Amendment of GASB Statement #3, which is required to be implemented during fiscal year 2005. This pronouncement will only require changes to the note disclosure.

The GASB issued Statement #42, *Accounting and Financial Reporting for Impairment of Capital Assets and for Insurance Recoveries*, which is required to be implemented in Fiscal 2006. Management does not believe that this pronouncement will significantly impact the basic financial statements.

The GASB issued Statement #43, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, which is required to be implemented in Fiscal 2007. Since there is no legally established separate trust for the postemployment benefit plan this pronouncement will not impact the basic financial statements.

The GASB issued Statement #44, *Economic Condition Reporting: The Statistical Section*, which is required to be implemented in Fiscal 2006. This new GASB establishes and modifies requirements related to supplementary information presented in a statistical section. The presentation of a statistical section is not required by this pronouncement. This pronouncement will not impact the basic financial statements.

The GASB issued Statement #45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, which is required to be implemented in Fiscal 2009. Management believes this pronouncement will require additional disclosure and impact the basic financial statements.

AUDITED FINANCIAL STATEMENTS

Required Supplementary Information

GENERAL FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

FISCAL YEAR ENDED JUNE 30, 2004

	Budgeted Amounts							
	Amounts Carried forward From Prior Year	Current Year Initial Budget	Original Budget	Final Budget	Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget	
REVENUES:								
Real estate and personal property taxes, net of tax refunds...	\$ -	\$ 62,803,109	\$ 62,803,109	\$ 62,803,109	\$ 63,058,606	\$ -	\$ 255,497	
Tax liens	-	-	-	-	239,685	-	239,685	
Motor vehicle and other excise taxes	-	4,064,675	4,064,675	4,064,675	4,074,901	-	10,226	
Hotel/motel tax	-	-	-	-	85,606	-	85,606	
Intergovernmental	-	14,877,277	14,877,277	14,877,277	15,070,710	-	193,433	
Departmental and other	-	3,214,832	3,214,832	3,214,832	3,355,777	-	140,945	
Investment income	-	450,000	450,000	450,000	290,942	-	(159,058)	
TOTAL REVENUES	-	85,409,893	85,409,893	85,409,893	86,176,227	-	766,334	
EXPENDITURES:								
Current:								
General government	1,185,472	4,255,349	5,440,821	4,318,795	3,662,301	382,587	273,907	
Public safety	45,712	10,192,056	10,237,768	10,948,417	10,860,568	67,768	20,081	
Education	3,525,825	31,942,489	35,468,314	36,172,153	31,291,015	4,482,726	398,412	
Public works	468,980	7,212,901	7,681,881	8,069,652	7,689,686	379,661	305	
Property and natural resources	76,677	1,462,499	1,539,176	1,601,910	1,457,002	123,688	21,220	
Community development	2,287	561,595	563,882	575,690	570,967	1,847	2,876	
Human services	18,281	519,627	537,908	605,718	526,931	50,183	28,604	
Library	24,718	1,449,803	1,474,521	1,579,682	1,577,976	1,662	44	
Pension benefits	-	5,872,043	5,872,043	5,872,043	5,807,335	-	64,708	
Employee benefits	18,059	12,625,118	12,643,177	11,744,021	10,887,493	428,019	428,509	
State and county charges	-	2,786,238	2,786,238	2,786,238	2,756,005	-	30,233	
Debt service:								
Principal	-	3,910,000	3,910,000	3,910,000	3,910,000	-	-	
Interest	-	2,289,555	2,289,555	2,289,555	2,207,791	-	81,764	
TOTAL EXPENDITURES	5,366,011	85,079,273	90,445,284	90,473,874	83,205,070	5,918,141	1,350,663	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(5,366,011)	330,620	(5,035,391)	(5,063,981)	2,971,157	(5,918,141)	2,116,997	
OTHER FINANCING SOURCES (USES):								
Transfers in	-	3,554,736	3,554,736	3,230,567	3,230,567	-	-	
Transfers out	-	(5,719,661)	(5,719,661)	(5,766,902)	(5,758,243)	-	8,659	
TOTAL OTHER FINANCING SOURCES (USES)	-	(2,164,925)	(2,164,925)	(2,536,335)	(2,527,676)	-	8,659	
NET CHANGE IN FUND BALANCE	(5,366,011)	(1,834,305)	(7,200,316)	(7,600,316)	443,481	(5,918,141)	2,125,656	
BUDGETARY FUND BALANCE, Beginning of year	11,374,816	11,374,816	11,374,816	11,374,816	11,374,816	-	-	
BUDGETARY FUND BALANCE, End of year	\$ 6,008,805	\$ 9,540,511	\$ 4,174,500	\$ 3,774,500	\$ 11,818,297	\$ (5,918,141)	\$ 2,125,656	

See notes to required supplementary information.

AUDITED FINANCIAL STATEMENTS

NOTE A – BUDGETARY BASIS OF ACCOUNTING

Notes to Required Supplementary Information

A. Budgetary Information

Municipal Law requires the adoption of a balanced budget that is approved by the Finance Committee (Committee). The Committee presents an annual budget to the Representative Town Meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. The Town, which has full authority to amend and/or reject the budget or any line item, adopts the expenditure budget by majority vote at the Annual Town Meeting. Changes subsequent to the approved annual budget require majority vote at a Special Town Meeting.

The majority of the Town's appropriations are non-continuing, which lapse at the end of each fiscal year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior fiscal year be carried forward and made available for spending in the current fiscal year. These carry forwards are included as part of the subsequent fiscal year's original budget.

Generally, expenditures may not exceed the legal level of spending (salaries, expenses and capital) authorized for an appropriation account. However, the payment of debt service is statutorily required, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by two-thirds majority vote at a special town meeting.

The Town adopts an annual budget for the general fund in conformity with the guidelines described above. The fiscal year 2004 original budget includes approximately \$90,799,000 in current year authorized appropriations and other amounts to be raised and \$5,366,011 in encumbrances and appropriations were carried over from previous fiscal years. During fiscal year 2004, net increases to the original budget were approved totaling \$76,000.

The Town Comptroller has the responsibility to ensure that budgetary control is maintained in the manner in which the appropriations were voted at Town Meeting. Budgetary control is exercised through the Town's accounting system.

B. Budgetary – GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the fiscal year ended June 30, 2004, is presented as follows:

Net change in fund balance, budgetary basis.....	\$	443,481
<u>Perspective difference:</u>		
Activity of health insurance, municipal building insurance and retirees health care trust recorded in the general fund for GAAP		170,560
<u>Basis of accounting differences:</u>		
Recognition of revenue based on available criteria.....		214,999
Recognition of expenditures on modified accrual basis.....		(926,897)
Recognition of revenue for on-behalf payment.....		(7,528,556)
Recognition of revenue for on-behalf payment.....		7,528,556
Net change in fund balance, GAAP basis.....	\$	<u>(97,857)</u>

C. Appropriation Deficits

During fiscal year 2004, no general fund expenditures exceeded budgeted appropriations.

TOWN DIRECTORY

Town Officials and Committees as of December 31, 2004

Elected by Arlington's Citizens

Board of Selectmen	Term
Diane M. Mahon, Chair, 23 Howard St.	2005
Charles Lyons, 82 Hathaway Circle	2005
Kathleen Kiely Dias, 26 Addison St.	2006
John W. Hurd, Vice-Chair, 28 Colonial Drive	2006
Kevin F. Greeley, 363 Mystic Street	2007

Moderator

John L. Worden III, 27 Jason Street	2007
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Town Clerk

Corinne M. Rainville, 745 Summer Street	2005
---	------

Town Treasurer

John J. Bilafer, 15 Victoria Road	2005
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Board of Assessors

Mary Winstanley O'Connor, 781 Concord Tnpk	2005
Kevin P. Feeley, 25 Baker Road	2006
James F. Doherty, 6 Highland Avenue	2007

School Committee

Barbara C. Goodman, 31 Walnut Street	2005
Joani LaMachia, Chair, 6 Shawnee Road	2005
Martin Thrope, 348 Gray Street	2005
Susan L. Sheffler	2006
Jeffrey Thielman	2006
Suzanne Baratt Owayda, 12 Bradley Road	2007
Paul Schlichtman, 60 Pleasant Street	2007

Arlington Housing Authority

Freeland K. Abbott, 104 Madison Ave.	2005
Nicholas Mitropoulos, 17 Jean Road	2006
*Patricia B. Worden, 27 Jason Street	2006
Richard B. Murray, 38 Marion Road	2008
John Griffin, 21 Peirce Street	2009

*Appointed by Governor

Appointed by Town Moderator

Finance Committee**

Name (Precinct)	
Allan Tosti, Chair (3)	2006
Abigail DuBois, Vice Chair (5)	2005
Charles T. Foskett, Vice Chair (8)	2007
Richard C. Fanning, Vice Chair (15)	2006
Peter B. Howard, Secretary (10)	2005

Finance Committee - continued

	Term
Paul J. McGaffigan (1)	2005
Kerry Piandes (4)	2005
Daniel M. O'Neill (16)	2005
Laura Morrisette (17)	2005
Robert L. Tosi, Jr. (20)	2005
Sidney Feinleib (6)	2006
Mary M. Franclemont (9)	2006
Kenneth J. Simmons (12)	2006
Paul E. Olsen (19)	2006
John Mahoney (21)	2006
Stephen W. DeCoursey (2)	2007
Joseph M. Connors (7)	2007
Dan Dunn (11)	2007
John J. Deyst, Jr. (13)	2007
Alan H. Jones (14)	2007
Mary I. Ronan (18)	2007

**Appointed by the Town Moderator, Chairman of the Finance Committee, and the Board of Trust Fund Commissioners.

Minuteman Regional High School Committee Representative

Laura Morrisette

Bylaw Recodification Study Committee

John T. Kohl
John F. Maher
Diane M. Mahon
Kevin O'Brien
John L. Worden III

Infrastructure Working Group

John J. Bilafer, Town Treasurer
John Cole, Permanent Town Building Committee
Kathleen Donovan, School Superintendent
Charles Foskett, Capital Planning Committee
Nancy T. Galkowski, Town Manager
Joani LaMachia, School Committee
Charles Lyons, Selectmen
Kevin O'Brien, Planning Director
Allan Tosti, Finance Committee

Arlington Recycling Committee

Freeland Abbott
Beverly Brinkerhoff
Courtney Forrester
Judy Hoer
Gordon Jamieson
Susan Marceau-Kolb
Angela Taylor
Susan Wyly
Ruth Yannetti

TOWN DIRECTORY

Telecommunications Committee

Roland E. Chaput, Chair
John A. FitzMaurice
Bernice K. Jones
Philip J. McCarthy
Kevin O'Brien

Noise Abatement Study Committee

Frank J. Ciano, Chair
Roger Barnaby
Christine Connolly
Tom Dumyahn
John A. FitzMaurice
John R. Leonard
Phillip A. Sharff
Ronald Spangler
David White

Zoning Bylaw Review Committee

Frederick Bernardin III
Robert Fredieu
Mary King
John D. Leone
Christopher Loreti
Kevin McGann
Pamela Meister
Bruce Whelple

Appointed by the Board of Selectmen

Town Manager

Brian F. Sullivan

Term

01/27/07

Comptroller & Coordinator of Data Processing

Ruth Lewis

Board Administrator

Marie A. Krepelka

Arlington Cultural Council

Shari Ajemian Craig, Co-chair
Mary Babic, Co-chair
Elinore Kagan, Treasurer
Karen Dillon
Cheryl Hemenway
Betsy Campbell
Michele Meagher
Amy Peters
Leland Stein
Jean Yoder

Zoning Board of Appeals

Curtis Morgan
Joseph F. Tulumieri, Chair
Susan M. McShane
Pamela Heidell, Associate
Elaine Belle, Associate

Term

2006
2007
2007

Board of Registrars of Voters

Corinne M. Rainville
William P. Forristall, Chair
Florence R. McGee
Frederick J. Sennott, Jr.

2005
2006
2006
2007

Historic District Commissions

Andrea Alberg
Madelon Hope Berkowitz
Beth Cohen
Leonard Kuhn
Michael Logan
Yvonne Logan
Stephen Makowka
Martha Penzenik
Margaret Potter
John L. Worden III
Carol Greeley, Executive Secretary

Arlington Preservation Fund

John L. Worden III, President
Thomas Wray Falwell, Vice Chairman
Harold L. Goldsmith, Treasurer
Charlene Lemnios, Secretary
Andrew S. Fischer
Clark L. Griffith
Patrick Guthrie
Daniel A. Xenos

Fair Housing Advisory Committee

Nick Minton, Chair
Franklin W. Hurd, Jr.
Kathleen Kiely Dias
Adele Kraus
Muriel Ladenburg
Pearl Morrison

Public Memorial Committee

Alexander Salipante, Chair
Franklin W. Hurd, Jr.
Wilfred St. Martin

TOWN DIRECTORY

Cyrus E. Dallin Art Museum Board of Trustees

Laurie Cutts
Mary DiGioia
James P. McGough
Gerry Ricci
Geraldine Tremblay
Angela Olszewski

Transportation Advisory Committee

Elisabeth Carr-Jones
Ralph Elwell
Lt. James McHugh
Jeff Maxtutis
Kevin O'Brien
Michael Rademacher
John Sanchez
Scott Smith
Edward Starr
David Walkinshaw

Appointed by the Town Manager

Town Manager's Office

Nancy T. Galkowski,
Deputy Town Manager

Legal

John F. Maher, Town Counsel
Edward M. Marlenga,
Workers' Compensation Agent

Planning and Community Development

Kevin J. O'Brien, Director

Community Safety

Frederick Ryan, Chief, Police
Richard J. Maimone, Chief, Fire

Libraries

Maryellen Remmert-Loud, Director

Public Works

John Sanchez, Director

Human Services

Patsy Kraemer, Administrator

Personnel/Affirmative Action

Caryn E. Malloy, Director

Inspectional Services

Michael Byrne, Director

Council on Aging

John Jope, Executive Secretary

Veterans' Services

William McCarthy, Veterans Agent

Public Health

Christine Connolly, Director

Weights and Measures

Joseph Carabello, Sealer/Health Compliance Officer

Recreation Division

Jonathan Jalbert, Superintendent

Veterans' Memorial Sports Center

Daniel Brothers, Manager

Appointed by the Town Manager subject to the approval of the Board of Selectmen

Redevelopment Board

	Term
Roland E. Chaput	2007
Edward T. M. Tsoi, Chair	2007
Lynn Lowenstein *	2005
Barry Faulkner	2006

*Appointed by the Governor

Board of Health

Carole E. Allen, M.D., Chair	2005
Gregory Leonardos	2006
Michael Fitzpatrick, D.M.D.	2007

Board of Library Trustees

Kathleen Fennelly	2005
Barbara Muldoon	2005
Patricia Deal	2005
David Castiglioni	2006
Francis Murphy	2007
Susan Cronin Ruderman	2007
Joyce H. Radochia	2007

Park and Recreation Commission

Leslie Mayer	2004
Joseph P. Carabello, Chair	2006
Tom Caccavaro	2006
Nancy Campbell	2006
Donald Vitters	2007

TOWN DIRECTORY

Board of Youth Services

Larry Greco	2005
Eugene Lucarelli	2005
Carlene Newell	2005
Elaine Shea	2005
Dorothy Williams	2005
John E. Bowler	2006
Mary Deyst	2006
Joan Robbio	2006
Cynthia Sheridan	2006
Donna Dolan	2007
Jeannette Mills	2007
Patsy Kraemer, ex-officio	
David McKenna, ex-officio	
Elizabeth Oppedisano, ex-officio	

Affirmative Action Advisory Committee

Barbara Boltz
Augusta Haydock
Jack Jones
Elaine Maclachlan
Adrienne McClure, co-chair
Patricia O'Donoghue
Jeannine Oppedisano
Howard B. Winkler

Personnel Board

	Term
Cynthia Gallagher	2005
Rebecca Blair	2006
Richard Terry	2007

Historical Commission

Pamela Meister	2006
Jane Becker	2007
Richard Duffy	2007
Patrick B. Guthrie	2007
JoAnn Robinson	2007
A. Michael Ruderman	2007
Eric Stange	2007

Council on Aging

Harry P. McCabe	2005
Lynne Larkin	2006
Elizabeth McGaffigan	2006
Robert Carey, M.D.	2007
Shirley Chapski	2007
Mildred M. Hurd	2007
Ruth Palombo	2007

Conservation Commission

	Term
Catherine Garnett	2005
Timothy Sullivan	2005
David White	2005
Ellen Lee Teare Reed	2006
Judith Hodges	2007
William O'Rourke	2007
Nathaniel Stevens	2007
Corinna Beckwith, Conservation Administrator	

Board of Cemetery Commissioners

Bernard J. Smith	2006
Michele Hassler	2007
Franklin Hurd	2007

Board of Trust Fund Commissioners

Timothy F. Lordan	2005
Augusta Haydock	2007
Donald Reenstierna	2007

Constables

Vincent A. Natale, Jr., 215 Forest Street	2005
Richard Boyle, 1 Mott Street	2005

Commission on Disability

	Term
Lin Baker	2004
Barbara Cutler, Ed. D.	2005
Joseph D. Giurleo	2005
Barbara Jones	2005
Dr. Louis Krodel	2005
Thomas Boudreau	2007
Kevin O'Brien	2007
Maureen St. Hilaire	2007

Open Space Committee

Ann LeRoy, Chair	2007
David White, Vice Chair	2007
Roland Chaput	2005
Jo-Martha Glushko	2005
Michele Hassler	2005
Elizabeth Karpati	2006
Leslie Mayer	2006
Patsy Kraemer	2007
Adam Pachter	2007
Teresa DeBenedictis	

Various Appointing Authorities

Capital Planning Committee

Charles T. Foskett, Chair
Rob Addelson
Stephen J. Andrew
John J. Bilafer
John A. FitzMaurice
Nancy T. Galkowski
Ruth Lewis
Anthony T. Lionetta
Barbara Thornton

TOWN DIRECTORY

Human Rights Commission

Cecilia Akuffo
Sheri A. Baron
Marlissa Briggett
Christine C. Carney
Christine Deshler
Kim Lam
Kevin McGann
Susan P. McHugh
A. Nick Minton
Nancy Rhoads
William Shea
Nancy Sweeney
James Webster
Mary Ann Sullivan, staff assistant

Permanent Town Building Committee

John Cole, Chair
Thomas Caccavaro
Kay Donovan
Robert A. Juusola
John Sanchez
William Shea
Charles Stretton
Brian F. Sullivan

Retirement Board

John Bilafer, Chairman Elected Member
Joe Rosselli, Elected Member
Ruth Lewis, Ex Officio Member
Dick Keshian, Appointed Member
Ken Steele, Fifth Member Board Appointed
Richard Greco, Retirement Administrator
Maria Fretias, Assistant Administrator

Town of Arlington Scholarship Fund

John J. Bilafer
Sister Catherine Clifford
Peter J. Fiore
Dr. Ronald Fitzgerald
Elinor Freedman
John J. DiLorenzo
Barbara Gorman
Thomas F. Markham III

Vision 2020 Standing Committee

Jane L. Howard, co-chair
Jo-Martha Glushko, co-chair
Leslie Mayer, co-chair
Eugene Benson
Marc Breslow
Bettie Connors
Kathleen Kiely Dias
Kathleen Donovan
Abigail DuBois
William Eykamp
Barry Faulkner
Andrew Fischer
Jacob Friis
Clarice Gordon
Elizabeth Karpatti
Ann Mathes
Sherry Miller
Angela Olszewski
Allen Reedy
Stephen Ricci
William Shea
Heidi Sheehan
Edward Starr
Miriam Stein
Brian Sullivan
Jeffrey Thielman
Patricia Watson
John L. Worden III

Affordable Housing Task Force

Anne DiNoto
John Griffin
Diane Harrington
Brigid Kennedy-Pfister
Charles Lyons
Nora Mann
Judith McCornell
Nick Minton
Neal J. Mongold
Patricia B. Worden

REFERENCE GUIDE

TOWN OF ARLINGTON

www.town.arlington.ma.us

TELEPHONE REFERENCE GUIDE

To Reach All Town Offices: 781-316-3000

Office	Extension
Assessors	3050
Cemetery	781-641-5483
Clerk	3070
Comptroller	3330
Consumer Affairs	3408
Council on Aging	3400
Council on Alcohol Education	3252
Data Processing	3340
Emergency Management	781-643-4000
Engineering	3320
Fair Housing	3429
Fire (Non-Emergency)	3800
Fire Prevention	3803
Health	3170
Human Rights	3250
Human Services	3250
Inspections	3390
Legal	3150
Libraries	3200
<i>Nights and Weekends</i>	781-316-3200
Fox Library	3198
Parking Clerk	3031
Personnel	3120
Planning & Community Development	3090
Police (Administration)	3900
Police (Non-Emergency) (24 Hour)	781-643-1212
Public Works:	
Administration at Town Hall	3108
Town Yard at Grove Street	3300
<i>Nights and Weekends</i>	781-316-3301
<i>Water/Sewer Nights/Weekends</i>	781-316-3301
Recreation	3880
Redevelopment Board	3090
Registrars of Voters	3070
Sealer of Weights & Measures	3193
Selectmen	3020
Town Manager	3010
Treasurer/Tax Collector	3030
Veterans' Services	3166
Zoning Board of Appeals	3396

ARLINGTON PUBLIC SCHOOLS 869 MASSACHUSETTS AVENUE

To Reach All School Offices: 781-316-3500

NO SCHOOL ANNOUNCEMENTS: Broadcast on WBZ (1030), WEEI (850), and WCVB-TV (Channel 5). Fire Whistle sounds at 6:30 A.M. for No School at Junior and Senior High Schools, at 7:45 A.M. for No School at the Elementary Schools.

STATE AND FEDERAL LEGISLATORS

Office	Phone Number
Senator Robert Havern (4th Middlesex District) Room 513, State House Boston, MA 02133	617-722-1432
Representative Jim Marzilli (23rd Middlesex District) Room 443, State House Boston, MA 02133	617-722-2460
Representative Anne Paulsen (26th Middlesex District) Room 23, State House Boston, MA 02133	617-722-2140
Senator Edward M. Kennedy 2400 J.F.K. Building Boston, MA 02203	617-565-3170
Senator John F. Kerry 1 Bowdoin Square 10 th Floor Boston, MA 02114	617-565-8519
Representative Edward J. Markey 5 High Street, Suite 101 Medford, MA 02155	781-396-2900

OTHER PUBLIC SERVICES

Arlington Advocate	781-643-7900
Arlington Boys and Girls Club	781-648-1617
Arlington Chamber of Commerce	781-643-4600
Arlington Historical Society	781-648-4300
Arlington Housing Authority	781-646-3400
Arlington Senior Center	781-316-3400
NSTAR (Emergency)	1-800-592-2000
Keyspan (Leaks)	1-800-231-5325
Center for Mental Health	781-646-7300
ATT Broadband	1-888-633-4266
Jason Russell House/Smith Museum	781-648-4300
Logan International Airport (Public Info)	617-561-1800
Mass. Bay Transit Authority (Route Info)	617-222-3200
Mass. Water Resources Authority (24 Hour Emergency)	617-727-5274
Middlesex County Offices	617-494-4000
Minuteman Regional High School	781-861-6500
Post Office (Arlington Center)	781-648-1940
RCN	781-316-8800
Registry of Motor Vehicles	617-351-4500
Skating Rink	781-643-4800
Visiting Nurse and Community Health	781-643-6090
Whittemore-Robbins House	781-316-3260
Youth Consultation Center	781-316-3255

ARLINGTON INFORMATION

INCORPORATION The Town of Arlington was originally settled in 1635 as a village under the name Menotomy. In 1807, the Town and a section of what is now Belmont were set off from Cambridge and incorporated as West Cambridge. In 1867, the name was changed to Arlington in honor of the heroes buried at Arlington National Cemetery in Arlington, Virginia.

POPULATION

1970 (Federal Census)	52,720
1975 (State Census)	50,223
1980 (Federal Census)	48,219
1985 (State Census)	46,465
1990 (Federal Census)	44,630
2000 (Federal Census)	42,389

LOCATION Arlington is situated six miles northwest of Boston, in latitude 42 degrees 25 minutes north, longitude 71 degrees 09 minutes west. The Town is bordered on the north by Winchester, on the east by Medford and Somerville, on the south by Cambridge and Belmont and on the west by Lexington.

ELEVATION The Town elevation above mean tide ranges from a low of 4 feet to high of 377 feet. Elevations include 10 feet at Massachusetts Avenue and the Cambridge line, 48 feet at Massachusetts Avenue and Pleasant Street, 155 feet at Massachusetts Avenue and Park Avenue, 281 feet at Crescent Hill Avenue and Park Place, and 377 feet at Park Circle and Eastern Avenue.

AREA Arlington covers 3,517.5 acres or 5.5 square miles of which 286.2 acres are covered by water. There are 158.27 acres of parkland owned by the Town and 52.25 acres under the control of the Massachusetts Department of Conservation and Recreation. Just over fifty-nine acres of the land area are devoted to cemeteries.

FORM OF GOVERNMENT The Town of Arlington is governed by the "Town Manager Act of the Town of Arlington, Massachusetts", the "By-Laws of the Town of Arlington", and Massachusetts General Laws Chapter 43A, "Standard Form of Representative Town Meeting Government". The executive branch is made up of a five-member Board of Selectmen elected at large. The Board hires a professional manager to administer the daily operations of the government. The legislative branch is a Town Meeting made up of 252 representatives, elected from each of the twenty-one precincts in Town. Arlington is also a member of the 7th Massachusetts Congressional District, 4th Middlesex State Senatorial District, and the 23rd and 26th Middlesex State Representative Districts.

INFRASTRUCTURE There are 95.27 miles of public streets and town ways, 24.36 miles of private streets open for travel, 6.11 miles of state highways and parkways, and 3.24 miles of paper streets. The permanent water system consists of 131.43 miles, and the sewer system consists of 117.37 miles. There are 77.37 miles in the Town's storm drain system, and the Town maintains 3,698 catch basins. There are 104.09 miles of permanent sidewalks and 94 miles of curbing.

TRANSPORTATION Arlington is bounded on the south by Route 2, a major transportation route allowing access to Boston and the western part of Massachusetts. Arlington is also a short distance from Interstate Routes 93 and 95. Other major routes that go through the town are Routes 2A and 3. Public transportation is provided through the Massachusetts Bay Transit Authority (MBTA) servicing the Greater Boston area with bus service and a subway system. Closest access to the subway system is through the Alewife Station located just over the Arlington border in Cambridge.

EDUCATION The Town of Arlington operates an excellent school system with seven elementary schools, one middle school, and Arlington High School. The elementary schools are: Bishop School, 25 Columbia Road; Brackett School, 66 Eastern Avenue; Dallin School, 185 Florence Avenue; Hardy School, 52 Lake Street; Peirce School, 85 Park Avenue Extension; Stratton School, 180 Mountain Avenue, and Thompson School, 70 North Union Street. The Ottoson Middle School is located at 63 Acton Street. Arlington High School is located at 869 Massachusetts Avenue.

NOTES
